



## USA Archery Board of Directors Meeting Minutes

December 2<sup>nd</sup>-3<sup>rd</sup>, 2023  
Colorado Springs, CO

### Saturday December 2<sup>nd</sup>

#### **a. Welcome/Introductions**

- A. Chair Belinda Foxworth called the meeting to order at 8:04a MT on Saturday, December 2, 2023.
1. The following members were present in person: Jeff Greer, Mike Cullumber, John Stover, Kevin Mather, Belinda Foxworth and Kris Strebeck. The following members were present via Zoom: Lexi Hull, Makenna Proctor, Jacob Wukie, Jennifer Rottenberg, Jeff Porter.
  2. Bruce Cull, Brady Ellison, and Bobby Sharma were not present.
  3. Heather Koehl joined after the break at 10:14 a.m.
  4. Peggy Poore, NAAF, was present in person.
  5. Rod Menzer, Nicole Glunt, and Mary Emmons, USAA Staff, were present in person.
  6. Gabe Querol, Chair of the Ethics Committee, was present in person.
  7. Incoming Board Members Rhonda Ryals, Nobu Ishizuka and Josh Halpern were present in person. Jason Tabansky joined via Zoom.
- B. At this time, Menzer presented Board Member Recognition Awards to outgoing Board Members.

#### **b. Conflict of Interest Discussion/Disclosures**

Foxworth began the meeting by requesting that Board members review the agenda to identify any potential conflicts of interest and reminding members that Gabe Querol is available for assistance in determining potential conflicts. Foxworth reminded the Board that if during the meeting any director believes that they or any other director may have a conflict of interest with respect to any Board discussion or decision, then that director should speak up so the conflicts can be proactively addressed.

#### **c. Approval of Meeting Minutes**

- A. Board of Director Meeting Minutes – June 21<sup>st</sup>, 2023, Cullumber motioned to approve, Strebeck seconded. Passed.
- B. Executive Session Meeting Minutes – June 26<sup>th</sup>, 2023, Stover motioned to approve, Cullumber seconded. Passed.

- C. Annual Meeting Minutes – August 30<sup>th</sup>, 2023- Cullumber motioned to approve, Mather seconded. Hull, Strebeck, and Stover abstained. Passed.
- D. E-mail Votes - For Purpose of documentation only -- August 11th, 2023 - Approval of 2024 Paralympic Games Selection Procedures no votes required.

**d. 2024 Spring, Annual and Fall Board Meeting Dates**

- A. April 20-21, 2024, Spring Meeting, no vote required.
- B. December 7-8, 2024, Fall Meeting, no vote required.
- C. August 15, 2024, Annual Meeting, National Target Championships, Lubbock, TX, evening of Official Practice. Mather motioned to approve; Cullumber seconded. Rottenberg abstained. Passed.

**e. Finance Update**

**i. FY23 EOY Forecast (Preliminary)**

Justin Buchman, E-Crachat, provided a financial update to the Board of Directors. Buchman reported the 2023 EOY projections are impressive and better than anticipated. Buchman stated overall revenue is better than budgeted by \$293k, overall expenses are better than budgeted by \$220k, and the net operating profit is \$513k better than budgeted. Buchman reported that there is a very positive trend by program, and mostly positive variances across all programs and that the federal ERTC helped to contribute to the positive forecast.

**ii. FY24 Budget**

Buchman presented the proposed 2024 budget in which USAA is expected to expend \$6.5m for 2024, an increase of \$423k vs FY23; Buchman attributed the changes to overall inflation, insurance, increased staffing and team travel as related to the 2024 Olympic and Paralympic Games, etc. Buchman also presented an update on USAA target reserves in comparison to the USAA Financial Policy requirements and USAA budget as presented.

Cullumber motioned to approve 2024 budget without any changes, Greer seconded. Passed.

**f. NAA Foundation Update**

Peggy Poore, President, presented on behalf of the NAA Foundation. Poore advised that the NAAF oversees two endowments, one from the 84 LA Olympic Games and the Junior Olympic Archery Development endowment with the mission to support USAA. Poore reported that historically the NAAF has taken a passive revenue generating posture and that the NAAF Bylaws have not been updated since 1985. Poore reported that she is currently evaluating how to transition the NAAF to actively fundraise.

Poore reported on the steps she has taken to research strategies to change the direction of the NAAF to support this change. Poor reported that next steps are for the Foundation to review potential companies who can assist with this transition, which will be reviewed at the NAAF February meeting and advise on next steps.

**g. 2024 Board Election Results**

Nobu Ishizuka and Josh Halpern were appointed as the two Independent Directors. Rhonda Ryals was elected as the At-Large Director and Jason Tabansky was elected as the At-Large Athlete Director. All four oncoming Directors will serve a three year term beginning January 1, 2024.

**h. Board Committees**

- A. Menzer reported that Coach Advisory Council was established, and members elected.
- B. Menzer reviewed the BOD Committee Reports.

**i. Organizational Updates**

- A. Menzer presented the USOPC Audit Report and NGB Certification update. Menzer advised that USOPC is recommending that USA Archery be recertified in good standing. Menzer reported on the different types of audits that USAA has been and will be subject to as the NGB.
- B. Menzer and Emmons presented on the USA Archery Dashboard and provided organizational updates.
  - 1. Membership: There was an 8% growth in individual membership from 2022. Club membership grew 7.5% from 2022.
  - 2. Instructors/Coaches: There was 11.5% growth for Instructors/Coaches from 2022. Menzer reported that there was a significant increase in Level 3 certifications.
  - 3. Events: Record levels of event participation have been recorded annually since 2020. Mather inquired about a plan for continued growth in lieu of many outdoor events running out of room. Menzer reported that Buckeye Classic can accommodate an additional 1,000 participants. Menzer reported that Arizona Cup, SoCal, and Gator Cup have engaged in conversations to address limitations to continue to expand. Greer inquired about implementing qualification requirements or MQS. Menzer reported that there have been discussions, but at this time, USAA is not moving in that direction.
  - 4. Website and social media: USAA has experienced an increase in total page views and unique web visitors as well as followers. Menzer discussed USAA's social media plan to include diverse representation.
  - 5. Customer Service: Menzer reported that 13,655 tickets have been submitted to USAA through the membership services platform. Menzer reported that the median ticket resolution time is 2.8 hours and overall satisfaction rating is 94%.
  - 6. International Event Performance: Menzer reported on 2023 International Events and medal counts. Menzer reported that overall, 5 Paralympic quota slots were earned, and 2 Olympic quota slots were earned in 2023 with more opportunities in 2024.
- C. Glunt reported on the USA Archery Athlete Safety Dashboard and discussed U.S. Center for SafeSport cases, Background Screen Appeals, Administrative Grievances and Right to Compete complaints received in 2023, to include status and resolution. Glunt provided an overview of types of complaints that can be filed and how jurisdiction is determined. Emmons reported on the advancements of athlete safety and inclusion education to all members, staff, board and committee members. Emmons reported that USAA offers a new club excellence award program to recognize clubs for Diversity, Equity, Inclusion, and Access, Event Hosting, and other initiatives.
- D. Menzer and Emmons provided an update on USA Archery Staff.

**j. Programs and Event Updates**

- A. Emmons reported on *Archery is for Everyone!* Marvel Entertainment Campaign. More than 275 Try Archery Events were hosted nationwide, and attendees received a limited-edition *Archery is for Everyone!* Marvel steps of shooting poster. USAA also rolled out an On-Target Archery game with monthly prizes. Emmons reported that USAA had 75 partners for this campaign. USAA reported that the grand total reach was 134 million people through social media, in partnership with Marvel Entertainment and USAA will look to find unique ways to reach new audiences and grow the fan base for archery.
- B. Menzer reported that Target Nationals and U.S. Open will be hosted by Lubbock, TX Parks & Recreation, August 14-17, 2024. JOAD Target Nationals and JOAD U.S. Open will be hosted in Albuquerque, NM, Albuquerque Sports Commission. Indoor National Finals will be hosted in Louisville, KY in partnership with the NFAA.
- C. Menzer reported on the USA Archery Sweepstakes, in collaboration with USAA Clubs, and advised that there are \$100,000+ in prizes, with a minimum of four prizes each week starting January 2, 2024. It was noted that 50% of all proceeds will be given to the club selected at time of entry purchase.
- D. Emmons reported on the USA Archery Insider's Club Fan Membership to recruit new members to the sport of archery leading up to the 2028 Games in L.A.
- E. Emmons reported on the new 3D Achievement Award Program which will launch in 2024.
- F. Emmons reported on Member Benefits to include discounts from Lancaster Archery Supply, Opendorse and others.
- G. Emmons reported on 2023 Grant Programs which were used to support clubs and members totaling more than \$100,000.
- H. Emmons reported that USAA implemented an Annual Para Accessibility Survey and continues to coordinate with Para national classifier panels at events. USAA continues to provide Veteran's Monthly Assistance Program, VA Adaptive Sports Grant, and has partnered with various organizations to promote adaptive archery.
- I. Emmons reported that USAA is now partnering with the City of Los Angeles Recreation and Park Outreach to bring archery to up to 96 community centers ahead of the LA 2028 Games.
- J. Emmons reported that there were 196 participants at the 2023 Virtual Symposium and 53 participants for the 2023 Coaches Workshop.
- K. Emmons reported on the National Elite Program at UNC Charlotte. Athletes enrolled in a high school or collegiate archery program, or pursuing a career, may apply for the program. Emmons reported that once USAA secures field access, the next steps are to send formal invitations out. Menzer reported that there will be eight (8) athletes. Cullumber inquired about the status of the U.S. Performance Center (USPC). Menzer reported that the USPC has followed through on every deliverable. Greer inquired about the differences in management of the USPC and CVEATC. Menzer reported selection and coaching are the same per each facility. Menzer reported that CVEATC hosts the Residential Athletes and is a fully immersive, full-time endeavor. Menzer reported that the National Elite Program will allow for athletes to also participate in school or work during the program.
- L. Menzer reported that the Annual Event Magazine has had 170,184 page views year-to-date.
- M. Menzer advised that USAA has rolled out new designs for the online store. Cullumber suggested that USAA have a booth of clothing available for sale at JOAD Nationals.

## **k. Policies and Procedures**

### **A. USA Archery Bylaws**

1. Emmons reported that the changes primarily reflect terminology changes consistent with the USOPC Bylaws changes. Emmons advised that the USOPC AAC changed to the Team USA Athletes' Commission.
2. Emmons reported that USAA made a clarification to the Eligible Athlete definition to confirm the events included in the definition are "outdoor".
3. Emmons reported that USAA is recommending expanding the Board Of Justice (BOJ) from six (6) members to ten (10) members.
4. Menzer advised that Board Agreement and Affirmation of Confidentiality was included as a provision for resignation if in non-compliance. Stover inquired as to the compliance of the NFAA with provisions as outlined in section 7.10.
5. Strebeck motioned to approve, Stover seconded. Passed.

### **B. Response and Resolution Policy**

1. Emmons reported that there was a provision added to clarify what qualifies as a Local Affiliated Organization (LAO).
2. Emmons reported that there was language added to confirm USAA's role and responsibility in implementing Temporary Measures.
3. Strebeck motioned to approve, Stover seconded. Passed.

### **C. Disciplinary Proceedings and Grievance Policy**

1. Emmons reported that Safeguards were added to the policy to ensure that there is 33.3% Athlete Representation on all Hearing Panels. Emmons reported that there was additional education provided to the BOJ to advise on how to meet that requirement.
2. Emmons reported that there is a new Pre-Hearing Checklist added to document appropriate requirements are met.
3. Emmons reported that there is a provision to confirm that the filing fee is non-refundable.
4. Strebeck motioned to approve, Stover seconded. Passed.

### **D. Policy for Missing a Required Event**

1. Emmons reported that language was added to further define what qualified as an extenuating circumstance, to state that the review group should be conducted virtually or via phone, and to confirm that any exemptions will be posted for transparency.
2. Emmons advised that an Official Exemption Request Form was added to the policy.
3. Cullumber motioned to approve; Greer seconded. Mather, Proctor, Koehl, Wukie recused themselves. Tabansky and Hull were not present at this time. Passed.

### **E. Personal Coach Policy**

1. Emmons reported that additional provisions were added to account for failure to comply with policy.
2. Emmons reported that USA Archery National Head Coach, Assistant Coach, and Paralympic Coach will not be required to purchase Personal Coach credentials to access the field of play unless coaching in a non-USA Archery assigned role.
3. Emmons reported that coaches who also wish to serve as an agent, must notify the Event Organizer. Stover inquired as to enforcement with agents failing to comply with agreement and providing coaching instruction while on the field as an agent.

4. Emmons reported that for the Olympic and Paralympic Games, USAA will now have access to coach credentials for the High Performance Training Center, and included language as to how those credentials will be allocated.
  5. Greer inquired as to if the USOPC is going to address credential allocation for Para W1's. Menzer and Emmons confirmed that it is in discussion with the World Archery Para Committee to be presented to World Archery.
  6. Rottenberg motioned to approve, Wukie seconded. Greer, Cullumber, Stover, Strebeck, Mather, Proctor recused themselves. Passed.
- F. Policy for Adaptive Equipment, Agents and Service Animals
1. Emmons reported that language was added to clarify for whom this policy is intended for, and demonstratable behaviors for service animals.
  2. Strebeck motioned to approve, Cullumber seconded. Mather, Stover, Greer recused themselves. Tabansky was not present. Passed.
- G. Athlete Stipends and Support Programs
1. Emmons reported that this document, which was also reviewed by the USAA AAC with no feedback or objections, explains how recurve and compound athletes will qualify for stipends and other support programs in 2024. Emmons confirmed that the stipends from the USOPC will go to top four athletes until Olympic Team is nominated. Emmons noted that if USA fails to qualify all the slots, then it is at the discretion of the USOPC whom to continue to provide stipends.
  2. Emmons reported that there is a provision for Operation Gold funding with the determining event being the Olympic Games.
  3. Greer motioned to approve, Strebeck seconded. Proctor, Wukie, Koehl recused. Passed.
- H. Para Athlete Stipend and Support Programs
1. Emmons reported that this document, which was also reviewed by the USOPC and USAA Para AAC, explains how recurve and compound athletes will qualify for Elite stipends and Para USAT athletes who attend funded international events. Emmons reported that the elite stipends will go to Paralympic Team once selected. Emmons also reported that some female members of the Para AAC, while in support of the new Para USAT MQS, would have preferred developmental funding continue to be offered for those who wanted to attend international events funded and did not make Para USAT or meet the Para USAT MQS. Emmons stated this was not the consensus of the Para AAC as a whole, nor supported by the USOPC and in addition developmental funding would not be available from the USOPC and for these reasons would not be provided in 2024.
  2. Emmons reported that there is a provision for Operation Gold funding with the determining event being the Paralympic Games. Emmons reported that this document specifies how athlete selection is made, to include required camps and events, with associated funding, and MQS associated with international event funding.
  3. Stover inquired as to if stipulations related to eligibility criteria are the same for Able Body and Para. Emmons confirmed that stipulations will be the same and will confirm formatting and provisions are identical before posting.
  4. Mather, who is also on the Para AAC, inquired about locations where the 2024 Elite Standard Criteria and Elite Standard MQS criteria can be earned. Emmons confirmed that U.S. Team Trials events were added as locations for where the MQS can be earned, and that USAA and Para AAC were all in full support of the

addition of this event type as U.S Team Trials events are very competitive and held in conjunction with other national level events.

5. Cullumber motioned to approve; Stover seconded. Mather recused. Tabansky was not present. Passed.

I. Transgender and Non-Binary Inclusion Policy

1. Emmons reported that the IOC put the onus of implementing a Transgender and Non-Binary Inclusion Policy on the International Federation. World Archery posted their policy in October of 2023. Emmons confirmed that the medical eligibility criteria in USAA's policy is identical to WA's policy as USAA falls under the jurisdiction of WA. USAA wants to ensure that athletes participating in U.S. Team trials or qualifying for international events aligns with WA's criteria so that they are eligible at the international level.
2. Emmons reported that currently USAA does not have a medical panel; USAA reached out to Dr. Finoff with the USOPC to request guidance. USOPC confirmed that they are not providing this service but are in support of finding a solution for all NGBs to use a shared medical panel for a fee. USAA needs to determine from a medical expertise who will review these applications. USAA reported that legal is currently working on the application that would be utilized by an athlete applying to switch their competition category.
3. Emmons confirmed that this policy does not cover local events or program achievement awards. Emmons reported that this policy covers high performance programs, state events and above.
4. Wukie inquired as to if there is any lead time for plus or minus a day as it relates to testing. Menzer confirmed that this was not discussed.
5. The board discussed the policy at length, to include potential impact to travel and room arrangements for international events, and frequency in which athletes can submit declaration forms.
6. The board opted to table the policy pending changes and will re-review Sunday.

**I. Executive Session**

- A. NFAA Challenge Agreement
- B. CEO Annual Review

Meeting adjourned for the day at 6:30p.

**Sunday December 2<sup>nd</sup>**

**a. Welcome**

1. The following members were present in person: Jeff Greer, Mike Cullumber, John Stover, Kevin Mather, Belinda Foxworth. The following members were present via Zoom: Lexi Hull, Makenna Proctor, Jacob Wukie, Jennifer Rottenberg, Jeff Porter.
2. Bruce Cull, Brady Ellison, Kris Strebeck and Bobby Sharma were not present.
3. Rod Menzer, Nicole Glunt, and Mary Emmons, USAA Staff, were present in person.
4. Gabe Querol, Chair of the Ethics Committee, was present in person.
5. Incoming Board Members Rhonda Ryals, Nobu Ishizuka and Josh Halpern were present in person. Jason Tabansky was not present.

- b. Executive Session**
- C. CEO Annual Review

- c. BOD Roster Appointments**

1. N&GC- Bobby Slaton
  - a. Cullumber motioned to approve; Greer seconded. Passed.
2. DEI- Jan Murray Easter and Kinley Hetletved
  - a. Greer motioned to approve; Cullumber seconded. Passed.
3. BOJ- Mandy Griego and Amy Lin Myerson
  - a. Cullumber motioned to approve; Mather seconded. Passed.
4. Audit- Belinda Foxworth, Josh Halpern (Chair), and Rhonda Ryals.
  - a. Stover motioned to approve; Mather seconded. Ryals, Halpern, Foxworth recused themselves. Passed.

- d. Selection Procedures**

1. World Field Championships
  - b. Emmons presented the 2024 World Field Championships athlete selection procedures with no significant changes from the previous event.
  - c. Cullumber motioned to approve; Greer seconded. Passed.
2. World 3D Championships
  - a. Emmons presented the 2024 World 3D Championships athlete selection procedures.
  - b. Mather motioned to approve; Stover seconded. Passed.
3. World Cup and Other International Events
  - a. Emmons reported general changes in terms of selection notification and accept/decline process.
  - b. Added provision for U15, not previously included based on results of most recent JOAD Target Nationals.
  - c. Emmons noted exceptions for athletes will be selected to WC3/FQT Based on OLY Games U.S. Team Trials results and not national rankings.
  - d. Mather inquired about the impact of foreign nationals being permitted to shoot in elimination rounds at U.S. National events, potentially knocking out US archers and/or impacting their ranking points. The board discussed at length. Menzer recommended tabling the issue until an athlete town hall can be hosted in January to address the issue.
4. U18, U21, 50+ and Barebow USAT Selection Procedures
  - a. Emmons reviewed provisions for NFAA members to participate in events without a USAA membership and the board recommended eliminating this provision.
  - b. Emmons reported changes were made to how points are allocated, and rankings calculated. Emmons reported that Field Championships were added as a qualification event for Barebow. Proctor raised concerns about Field Championships and advised that the AAC tabled the issue; the athlete consensus was that the required event for Barebow should be JOAD Target National/JOAD U.S. Open and Target Nationals/U.S. Open. The board discussed at length and proposed changing the Barebow requirement as recommended by the USAA AAC.
  - c. Cullumber motioned to approve with changes noted, Greer seconded. Passed.
5. Senior USAT Selection Procedures
  - a. Emmons reported general updates to the procedures.
  - b. Cullumber motioned to approve with changes noted, Greer seconded. Passed.

6. Para USAT Selection Procedures
  - a. Emmons reported general updates to the procedures, to include the requirements for making Para USAT.
  - b. Cullumber motioned to approve with changes noted, Greer seconded. Passed.

**e. Transgender and Non-Binary Policy**

1. Emmons reported following the previous provisions were added to confirm that USAA reserves the right to alter the policy, the policy is subject to review pending any changes as made by WA, and that WA rules supersede USAA's policy. Furthermore, the policy will be reviewed annually, and section 5 was removed.
2. Foxworth confirmed that there is strong consensus that USAA needs a policy and a strong consensus that the policy should be based on medical criteria.
3. Greer motioned to vote on the changes as proposed, Cullumber seconded the motion to vote. Passed

Meeting adjourned at 11:20 a.m.