



## USA Archery Annual Archery Assembly Minutes

Thursday, June 28, 2012, 8:00 pm  
Hotel Marriott, Hamilton, Ohio

USA Archery Board Members present: Chairman Bill Corbin, Linda Beck, Cindy Bevilacqua, Brady Ellison, and Erika Anschutz.

USA Archery employees present: CEO Denise Parker, Mary Emmons, Guy Krueger, Cindy Clark

Chairman Bill Corbin introduced the USAA BOD and USAA Staff. He congratulated the Olympic team athletes on their success and recognized that the women's team secured their slots under tremendous pressure.

### **I. Reading of the Minutes of the 2011 Annual meeting**

The reading of the 2011 annual minutes was dispensed with as copies of the minutes from the 2011 annual meeting were made available for review.

### **II. Announcement by the Chair of the place for holding the next Annual Target Tournament and Annual Assembly**

The 2013 U. S. National Target Championships will be held on July 15-21, 2013 in Hamilton, Ohio

### **III. Report of the Board of Directors**

Chairman Bill Corbin commented that USA Archery has become a more focused organization with a bias for stability going forward. Goals for the future include: 1) better service to our members providing more ease of contact; 2) Capitalizing on the increased interest in archery stimulated by the media and the release of the movies "The Hunger Games" and "Brave"; and 3) More fundraising to better position the organization for the future.

### **IV. Report of the CEO**

CEO Denise Parker presented the following report:

#### High Performance

- USA Archery is sending a full team to London – it's been 12 years since we last brought home a medal in the men's division and 24 years for women. We feel great about the team we are sending and wish them luck.
- The National Head Coach, Kisik Lee's contract has been extended through 2016. He will continue to lead the efforts related to the Resident Athlete Program, The Junior Dream Team Program and the Coach Development activities.
- USA Archery has signed an agreement with the USOC and Easton Foundations to progress in the construction of a new training facility in Chula Vista. The project will also include housing. This will be a huge project and an incredible facility for the program. They expect to break ground by the end of the year.
- Land has also been purchased in Salt Lake City for another Easton Foundations training complex. There are many other smaller projects taking place all over the country through ESDF and ATA.

#### Grassroots

- Between last year and this year, we will have given away \$80K in grants to JOAD clubs for equipment and instructor related items.
- JOAD clubs from 279 in 2010 to 330 to date (another 50 in about a year and a half, 120 in the past three years)

- Online basic and intermediate certifications will be going online possibly by the end of this year.
- Hired a new Outreach Director, Mary Emmons. We have formed a strong alliance with the Archery Trade Association, Easton Foundations and the National Field Archery Association to really coordinate projects and combine resources over the next four years to develop a strong pipeline of archers. In 2007 we spent approximately \$50,000 on JOAD and Outreach programs and much of that was related to the JOAD Nationals. It is likely that we will have close to a half of million (\$500K) dedicated to these efforts in 2013.

#### Membership

- We have seen a steady increase in membership year after year. Membership is up from 4185 individual members at the end of 2011 to 5011 to date in 2012. (We are currently not capturing the 10,000 level 1 coaches and approx. 30,000 JOAD kids within our membership numbers)
- We have also picked up 7 new adult clubs so far in 2012 for a total of 152, up from 70 in 2009.

#### Events

- 2012 has been a very busy six months:
  - World Archery Indoor Championships in Las Vegas
  - Held 3 of the 5 USAT events for the year
  - Two Olympic Trials
  - Nationals
- Attendance at Nationals is incredible – 537 up from 333 last year in Yankton
  - Adult: 180 (Seen a decrease in attendance by seniors since the format change from a double FITA. We have lost approx 90 senior and master archers)
  - Youth: 357 (265 in CA JOAD and 143 in NTC Youth in 2011)
  - We have not seen these types of numbers since 2001. Registration in 2001 was 571 with 80 being from international teams. This was prior to the World Cup times... International participation has really moved to World Cup and World Ranking Events, i.e. Ogden and Arizona.
  - Absolute reversal from 2001 Nationals:
    - 180 adults in 2012, 383 in 2001
    - 357 youth in 2012, 171 in 2001

#### Promotion/Sponsorship

- 2011 usarchery.org received 186,000 unique visitors. Our goal is to try to reach 250,000 unique visitors in 2012. A new website was launched which includes a platform restricted in capability as it is based off of USOC platform and capabilities. We are aware that it is not the easiest to navigate and are trying to work as closely as we can with them to get as many changes as possible. Funding is tied to the use of this platform.
- Began our social media strategy in 2010 and we are now at 6,200 Facebook followers and just shy of 3,400 followers on Twitter.
- Current sponsors include Easton Foundations, Hoyt, Easton Technical Products, Nike, United, Mental Management, Flexor, AAE, and BeeStinger. Two other sponsorships are close to being finalized and a joint promotion with Lions Gate for the DVD release of the Hunger Games was arranged. There has been contact with Pixar for the movie Brave and promotional opportunities are being explored with the current media exposure. An arrangement was made with Pixar for a private screening of the movie during the World Cup in Ogden.

#### Customer Service

- Denise acknowledged that there has been some customer service issues related to how the offices i.e. Chula Vista, Colorado Springs and Florida are spread out and how most calls are

now routed through the CO Springs office. She assured the members that better phone solutions are being researched to address the problem.

#### **V. Report of the Audit Committee**

Bill Corbin reported that the Audit Committee has approved the audited 2011 financials and that the organization continues to make progress financially. Copies of the 2011 audited financials were made available to members attending the meeting.

#### **VI. Report of the Nominating and Governance Committee**

Those Board members who are beginning second Terms in 2012 are Cindy Bevilacqua, Belinda Foxworth, and Tom Green. Skip Trafford was newly elected in May to the Grassroots Director position. Other elections scheduled for the end of 2012 will be the USOC Athlete Representative Position (Brady Ellison) as well as seats on the USAA Athletes Advisory Council.

#### **VII. Old Business**

None

#### **VIII. New Business**

None

#### **IX. Announcement and giving of awards**

Awards were announced and presented on the tournament field following competition.

#### **X. Open Forum**

Some members voiced the preference that JOAD Nationals be held separately from the National Target Championships stating that some archers would like the option to shoot in both events. Other members said that they appreciated the opportunity for the younger archers to meet those who have achieved the higher rankings. Some options discussed were to combine the events in Olympic years but hold the two events separately the remainder years or even to hold the events at the same venue back to back. One concern expressed was that if JOAD Nationals and U.S. National Target Championships are combined over the years that there will be no rotation of location and less opportunity to travel to different venues. After some extended discussion it was left that more formats would be explored and considered.

One member expressed concern that there was not more time allotted to address the Junior Olympic Archery Development program issues and that this meeting was focused mainly on issues affecting High Performance.

Two USAT eligibility proposals were presented for discussion by Assistant Head Coach Guy Kruger. Option one represents the same as what is currently in place for Senior USAT. Option 2 offers a format where juniors and seniors may compete together in an Open Division 18 & Over. This second option holds the same number events, but makes it possible for junior archers to be eligible for World Cups and USOC Support. Some concern was voiced from the membership regarding the demanding schedule and expense for athletes trying to obtain ranking. There was not overwhelming support for one option over the other the two options, the topic was left for further consideration in the future.

#### **XI. Adjournment of Business Meeting**

Minutes approved by USAA Board of Directors: November 17, 2012

***USA Archery***  
***2012 April 17 Board of Directors Conference Call Minutes***  
April 17, 2012

**I. Call to order**

Chairman Bill Corbin called the meeting to order at 5:03 p.m.

**II. Roll call**

The following persons were present: Chairman Bill Corbin, Cindy Bevilacqua, Tom Green, Brady Ellison, Greg Easton, Linda Beck, Erika Anschutz, Brian Sheffler, and Belinda Foxworth Helen Sahi

USAA Staff: CEO Denise Parker, Cindy Clark

Other: Thomas James, USAA attorney

**III. Discussion**

**a.** USCA World University Championships Selection Procedures-  
Chairman Corbin, CEO Parker and USAA attorney Tom James provided an update to the Board of Directors regarding ongoing discussions with USCA related to the World University Championships selection procedures and team funding.

**b.** Current Complaints  
CEO Parker and USAA attorney Tom James reviewed and provided an update to the Board of Directors regarding current complaints that are ongoing within the Board of Justice review process. They also reviewed the current procedures being adopted by the Board of Justice.

**c.** June BOD Mtg.  
CEO Parker reminded board members that the next Board of Directors' meeting is scheduled for June 4<sup>th</sup> in Colorado Springs and reviewed some logistics related to the meeting.

**d.** 2012 USA Olympic Team Staff Assignments  
Board of Directors discussed proposed Olympic Team staff assignments. Following discussion regarding the proposed assignments, it was decided that the approval of the staff assignments be deferred for the next call. (See follow-up below)

**e.** Hunger Games PR  
CEO Parker reported on the amount of media coverage received since the release of the Hunger Games movie. She also updated the Board of Directors on discussions currently taking place with Lions Gate around a possible sponsorship with the Hunger Games DVD release. She also indicated that JOAD clubs are reporting more inquiries from local potential archers due to the increased exposure.

**f.** Mary Emmons Hire  
Denise Parker reported that Mary Emmons has been hired as USAA's Outreach Director. She will attend the June 4<sup>th</sup> Board of Directors' meeting and present on the direction for USAA's Outreach program. The Archery Trade Association and Easton Sports Development Foundation have committed their support to JOAD Club and instructor development.

#### **IV. Adjournment of Conference Call**

Chairman Corbin adjourned the meeting at 6:05 p.m. MDST.

#### **Follow-up for item III d.: 2012 USA Olympic Team Staff Assignments**

CEO Denise Parker distributed a follow up e-mail to all Board of Directors members requesting the approval of the below recommended 2012 Olympic staff assignments:

- a. Kisik Lee, Mel Nichols – Coaches
- b. Cindy Bevilacqua – Team Leader
- c. Randi Smith – Para Head Coach/Team Leader
- d. Paul Miller – Para Asst. Coach

Alternates:

Frank Thomas - Able

M.J. Rogers – Para

Board members voted unanimously via e-mailed response to accept the Olympic staff assignments as recommended.

Minutes submitted by: Cindy Clark

Minutes approved on: 6/4/2012

**USA Archery**  
**2012 June Board of Directors Meeting Minutes**

Monday, June 4, 2012  
Colorado Springs, CO

**I. Call to order**

Chairman Bill Corbin called to order the Board of Directors Meeting of USA Archery (USAA) at 8:04a.m. MST on Monday, June 4, 2012. Bill expressed his appreciation for the work that went into making the Olympic Trials event a success and acknowledged the great depth of our Olympic Team. Newly elected Board member Skip Trafford was welcomed representing the adult club (non-JOAD) membership. USAA's new Outreach Director, Mary Emmons was introduced.

**II. Roll Call**

The following USAA Board members were present: Chairman Bill Corbin, Erika Anschutz, Linda Beck, Cindy Bevilacqua, Greg Easton, Belinda Foxworth, Tom Green, Brian Sheffler, Skip Trafford

USAA Staff: CEO Denise Parker, Cindy Clark, Mary Emmons, Teresa Iaconi, Guy Kruger, Coach Kisik Lee, Katrina Weiss

Guests Present: Tom James, USAA Attorney; Ken Waugh, Waugh & Goodwin Associates (external auditor)

**III. Approval of Minutes**

*Motion to approve the minutes from the December, 2011 Board of Directors Meeting and the April 2012 Conference call was brought forward, seconded, and the motion passed with all in favor.*

**IV. CEO Update**

- a) CEO Denise Parker announced the accomplishment of the selection of the Olympic Team members and that the Olympic Team Staff have also been selected. She thanked USAA Board members for their support noting that the organization has come a long way in the last four years.
- b) CEO Parker presented a "dashboard" for USAA depicting the key metrics of the organization: 1) growth of its financial assets; 2) individual, club and coach memberships; 3) participation in National Events; and 4) marketing and social media statistics (tracking unique web visitors and Facebook and Twitter followers). Ongoing efforts are being made to drive more traffic to the website. Due to a change in the media content agreement for 2013, USAA stands to lose \$25,000 in funding in 2013 if unique visitor numbers do not increase to 250,000. Discussion followed on an approach for developing coach certifications.
- c) An overview of the organization (organization chart) was provided for Board review

- d) CEO Parker announced that on June 13<sup>th</sup> a signing party was held at the Chula Vista Training Center formalizing the USOC, USAA and Easton Foundations agreement to build a new 40,000 square foot state of the art archery field house. CEO Parker followed up with how exciting this is as it represents such a huge opportunity to further improve the competitiveness of USA archers on the international stage. She thanked Easton Foundations for its efforts to bring this to fruition.
- e) CEO Parker reported that the Women's Team has so far secured just one spot for the Olympics and will look to secure the other two spots at the Ogden World Cup June 19<sup>th</sup> through 24<sup>th</sup>.

## **V. Financial**

- a) 2011 Audited Financials were presented by USAA's outside auditor, Ken Waugh. Ken presented that the audited financial statements represent a clean opinion and that there were no difficulties encountered in performing the audit. The required management letter did not list any accounting practices to be changed nor were there any adjusting entries or disagreements with management in the course of the audit. They did note in the letter that USAA is in the process of finalizing its Document Retention and Destruction Policy and recommend that this policy be formally approved by the Board of Directors, Ken further stated that USAA is currently in a strong financial position. Ken proceeded to review the drafted Form 990 which had been distributed to Board members earlier for examination. Ken noted that in 2008 the IRS greatly expanded this form to include governance practices. The public version of the 990 will also be posted on guidestar.org following its filing with the IRS.

***Motion to accept the audited financials and approve the filing of the 990 as presented was made, seconded, and the motion passed with all in favor.***

- b) CEO Parker presented the Profit and Loss Statement and Balance sheet through March 31, 2012 displaying variances between 2011 and 2012. A variance overview sheet was provided to explain line item differences between the 1<sup>st</sup> Quarters of 2011 and 2012. Discussion followed to determine at what level of variance the Board would like to see explained. The Board determined that they were comfortable viewing variances for line items of over 10% and over \$5,000.

## **VI. High Performance**

- a) Travel Policy- The drafted International Teams Event Participation and Travel Policy was presented outlining the organization's expectations related to international teams and travel. In addition to general conduct, the document sets forth general guidelines for team members, staff and parents related to when athletes can and cannot travel alone on international teams and guidelines regarding how staff oversight will differ depending on whether the event is a youth team vs. a senior team. Discussion occurred regarding the need for a separate domestic travel policy. This international policy will be used as a

guideline / protocol for current use and the Board requested that staff review the policies of other NGB's with younger athletes traveling internationally for suggested additions.

- b) BOJ Hearing Guidelines-The Board of Directors along with USAA attorney Tom James reviewed the complaint procedures currently defined in the By Laws. Discussion included the timeline for filing a grievance and what timeline would assure that the CEO has the opportunity to resolve agreement before the filing of a grievance is required. The Board members discussed that a 60 day timeframe should be adequate to file a complaint and agreed that the language for a 60 day timeframe be added to the appropriate section of Article XV of the By-Laws for future By Laws amendment consideration.
- c) International Event/Team Sanction Policy-The Board reviewed the drafted International Events Sanction Policy related to individuals wanting to attend international competition who fall outside of the official delegation sent by USA Archery. The policy outlines the requirements that must be met prior to USA Archery reviewing a request for a sanction, and general guidelines related to the travel and participation of those athletes. No action was taken at this time to allow for some minor changes to the drafted policy.
- d) USAA Personal Coach Policy-The Board reviewed the submitted draft of the USAA Personal Coach Policy. Discussion followed regarding the Level II requirement included in the draft. Members agreed that the Personal Coach must still be a USA Archery member who has accepted all required waivers. Final determination for issuing a credential for international events will remain with the team Head Coach and in national events with tournament organizers and officials.

***Motion to accept the drafted policy minus the Level II certification requirement was made, seconded, and the motion passed with all in favor.***

- e) Olympic Preparation- Coach Lee thanked Board members for attending the Olympic Trials showing support for the archers. Coach reported that the men's recurve division has produced the number one ranked individual archer in the world in addition to the number one ranked team in the world. The women's team has improved drastically over the last two years and has had some international success. The Women's Experience Program was developed to develop a more cohesive yet competitive environment and to create and foster international excellence. To help create a team environment the services of Fernando Lopez, a Sports Psychologist who specializes in team building were utilized. Following the trials the Olympic Team will come together to work on team training/team building at the Olympic Team camp June 11-16 in Chula Vista. The Olympic team will be leaving for London on July 16<sup>th</sup>.
- f) Selection Procedures-Assistant Coach Guy Krueger presented the drafted Qualification and Selection Process for the 2013 World Championships, 2013

World Youth Championships, and 2013 Para World Target Championships. Event specific national ranking points earned will also be included in these procedures to increase points available to create enough of a difference between the athletes. Coach Guy reported that the challenge with Para ranking is that some divisions have less than 8 athletes. Developed selection procedures were made with the intent to provide more consistency throughout the team trials processes.

***Motion to accept the drafted policies was made, seconded, and the motion passed with all in favor.***

- g) USAT Selections- Following the December Board meeting 3 proposals for 2014 National team eligibility were distributed to members for feedback. The poll results indicated very close support for all three of the proposals. The Board members decided to take the highest supported proposal (#1) which had 37 votes and determined to have a run off voting with the membership with the next highest vote getter, proposal #2, which had 29 votes (Proposal #3 had 27 votes). The Board felt that the vote spread between all three was not convincing enough to determine the real feeling of the membership. More information related to these proposals will be discussed during the annual meeting in Hamilton, Ohio.

## **VII. Office/Staff**

- a) Coach Lee Contract- the Board discussed the agreements and language in the Head Coach contract for the next 4 years.
- b) Lease-CEO Parker provided a copy of the drafted office lease for the possible new location of the National Office in Colorado Springs. The potential location will provide the much needed additional office and storage space located in the building owned by Volleyball and shared with other NGBs. The overhead expense is based on the space occupied. No action was taken

## **VIII. Events**

- a) 2013 National Schedule-Operations/National Events Mgr. Katrina Weiss presented the proposed planning calendar.
- b) Records-There are currently 2800 records being maintained by USA Archery. Efforts to combine and streamline this process and maintain the most accurate database resulted in the proposed system which will reduce the number of records to approximately 500. With this new policy only official World Archery rounds will classify as a record applicant. Only records shot at Star FITA events will be considered for record submission. If a record is broken at an international WA sanctioned event by a USA Archery member who is also a U.S. Citizen, the record will be eligible for acceptance as a U.S. National Record. In addition, all records applied for will be considered U.S. National Records; there will no longer be a difference between Star FITA and National, so the term U.S. record will stand for all. Archers will have until July 1 to break current records that cannot longer be broken under this policy. Records for Junior Olympic Archery

Development (JOAD) rounds and events will still remain a separate record based on differing qualifications

*Motion to approve the National Records proposal as presented was brought forward, seconded, and passed with all in favor.*

**IX. Outreach Efforts**

Outreach Director, Mary Emmons introduced herself with an overview of her background and experience as an Archery Education Specialist focused on growing Grassroots programs for 10 years. Mary presented an update of the Outreach program and listed Outreach program goals as: 1) Develop an integrated method to engage and advance existing and new youth and adult archers through USA Archery programs utilizing program and funding partnerships with groups such as the military, Boy and Girl Scouts & State agencies; 2) Increase number of instructors at grassroots level; 3) Grow program participation; 4) Incentivize club growth; 5) Increase program income; 6) Improve customer service; 7) Improve the website; 8) Utilize“ how to” modules; 9) Provide more grants; 10) Promote and simplify equipment sales; 11) Develop program locator; 12) Increase tournament participation; and 13) Increase certification course availability.

**X. Committee Review and Appointments**

CEO Parker led the Board in a review of the USAA Board and Committee Summary.

*Motion was made to appoint Skip Trafford to the audit committee was brought forward, seconded and passed with all in favor.*

Further discussion was made regarding nominees for the vacant seat on the Board of Justice. CEO Parker will follow up with additional recommendations.

**XI. Unfinished/Other Business**

- a) Board discussion was held regarding the relationship between USAA and College Archery. Tom James, USAA attorney, reviewed the Sports Act Provisions under the USOC By-Laws with the Board and reviewed sanction procedures.
- b) Skip Trafford delivered a presentation regarding the need for USAA to provide a crossover program that develops young talent into the discipline of field archery.

**XII. Executive Session/Adjournment**

The USAA Board of Directors entered Executive Session at approximately 2:00 p.m. Mountain. They adjourned the meeting during this session.

***USA Archery***  
***2012 November Board of Directors Meeting Minutes***

Saturday, November 17, 2012  
Tampa Bay, FL

**I. Call to order**

Chairman Bill Corbin called to order the Board of Directors Meeting of USA Archery (USAA) at 8:00 a.m. EST on Saturday, November 17, 2012. Bill reminded the Board that 2013 will be his last year as President and that the Board will need to work on a plan for his successor. He expressed the importance that the Board pursues ways to bring the sport together.

**II. Roll Call**

The following USAA Board members were present: Chairman Bill Corbin, Erika Jones, Linda Beck, Cindy Bevilacqua, Greg Easton, Belinda Foxworth, Tom Green, Brian Sheffler, and Skip Trafford

USAA Staff: CEO Denise Parker, Cindy Clark

Guest Present: Doug Engh from Easton Sports Development Foundation

**III. Approval of Minutes**

*Motion to approve the minutes from the June, 2012 Board of Directors Meeting and the Thursday, June 28, 2012 annual meeting was brought forward, seconded; motion passed with all in favor.*

**IV. CEO Update**

- a) CEO Denise Parker presented a gift to Bill Corbin, thanking him for his service, leadership and guidance over the last four years.
- b) 2012 and Quad Recap-CEO Parker selected items presented in a 2008 Board report for a comparison highlighting how far the organization has come this last quad. Some items of progress highlighted included:
  - a. In 2008 the CEO was running the National events himself; the organization now has a National Events Manager and registration for Nationals this last year was completed online.
  - b. There was no media liaison or webmaster in 2008. We now have a PR liaison and we are cited in both the international archery community and national archery community as the leader in social media. Our website presence and activity are growing steadily. Having a proven PR person in place enabled us to take advantage of opportunities with media coverage of USA Archery and its athletes at an all-time high.
  - c. At the end of 2008 the membership management system had no online capability. Members are now able to access their personal and club memberships as well as certification renewals at any time and more features and access are becoming available.

- d. During the previous Quad programs were run by committee or through contract. We now have a staff of five working Outreach areas and High Performance has five staff members focused on athlete and coach development and national teams management.
  - e. International Relations have improved through attending the World Archery Congress, World Archery Management Seminar and sending teams to many World Archery Americas events. USA has hosted two World Championship events, three outdoor Archery World Cup events and two Indoor Archery World Cup events (NFAA).
  - f. USA Archery will spend approximately \$530,000 on funding international teams in 2013.
  - g. Team USA won a silver medal in the men's team event at the 2012 Olympic Games as well as individual gold and silver medals at the 2012 Paralympic Games.
- c) 2013 Goals-In preparation for setting goals for the next quad, CEO Parker reviewed her goals for 2009 -2012. This analysis illustrated how most of these goals were met or surpassed. During this period, club membership increased by 75%, JOAD clubs increased by 82% and funding and benefits were provided for Outdoor World Championships, Archery World Cups, USAT International Team, and JR. USAT International Teams. 2012 revenue is projected at 2.9 million compared to the 2008 revenue of \$1.4 million, far exceeding the goal of \$200,000 additional USAA generated revenue by 2012. Outlined priorities for 2013 include: 1) 2013-2016 Plan; 2) Ongoing coordination with Easton Foundations and Archery Trade Association on Outreach efforts; 3) Membership and Sanctioning structure and enforcement; 4) Integration of the officials program into the Membership Management System, education material, online ordering, etc.; 5) Online instructor education and certification structure; 6) Safe Sport and liability issues; 7) Team building-outside and inside; 8) Refining policy and documentation through organization sanctions and related bylaw changes; 9) More and better education and program material along with improved distribution of archery content; 10) Expand merchandise offerings and sales; and 11) The changing face of U.S. and Youth Sports including diversity and inclusion, Safe Sport and social media.
- d) CEO Parker presented the “dashboard” for USAA depicting the key metrics of the organization: 1) growth of its financial assets; 2) individual, club and coach memberships; 3) participation in National Events; and 4) marketing and social media statistics (tracking unique web visitors and Facebook and Twitter followers). Ongoing efforts are being made to drive more traffic to the website. 350,000 unique web visitors were tracked during this period. An estimated 100,000 were due to the Olympic Games and Hunger Games movie. We are hoping to keep at least 250,000 visitors ongoing.

## V. 2012 Program Report

CEO Parker led the Board through a brief overview of the annual program report. Membership- Board discussed the retention % and if this should be part of the

dashboard presented. Additionally a suggestion was made to perform an automated survey of those members not renewed after 90 days to gather information on their decision process. National Events-The So Cal event is an example of growth as its participation shot up from 157 in 2011 to 240 in 2012.

**VI. 2012 Financial Reports and 2013 Budget**

- a) 2012 Financial Reports- CEO Parker presented the Profit and Loss Statement and Balance sheet through September, 2012 along with the YTD budget vs. actual through November 8<sup>th</sup>, 2012. It was confirmed that the Board would like a report on 10% or over \$5,000 variances within each category. The goal is to bring the cash reserve to 6 months expenses.
- b) The 2013 Budget and comparison to the 2012 budget were provided. Some funding (USOC) had not been finalized so the final budget will be approved via e-mail once funding is finalized.

**VII. Executive Session**

The Board excused Staff while they met for a brief Executive Session.

**VIII. Bringing the Sport Together-Doug Engh**

Guest Doug Engh (ESDF) utilized a slide presentation to propose to the Board an integrated umbrella organization for the marketing, management, and development of archery in the United States. The Board nominated Directors Linda Beck, Brian Sheffler and Skip Trafford to serve along with CEO Denise Parker on an exploratory committee. This committee will meet to further discuss possibilities.

**IX. Policies**

- a) Event Sanctioning Policy-  
***Motion made to adopt policy, motion seconded, motion passed;***
- b) Membership Proposal-different levels of proposed membership were discussed. There are two organization membership levels proposed. The contributing organization is provided for in the By Laws but has not yet been activated. The Board requested some language revision and more information on what other NGB's charge for an affiliated organization membership before this is brought up for a vote.
- c) Accounting Policy-  
***Motion was made to adopt changes as proposed, motion seconded, passed unanimously;***
- d) Document Retention Policy-  
***Motion to adopt as proposed, motion seconded, passed unanimously;***
- e) National Event Policy- Policy was discussed including the guidelines for running events.

*Motion was made to adopt the policy without the requirement for membership as a temporary measure until membership levels are finalized, motion passed.*

**X. By Laws Revisions**

By Laws changes were proposed for Article XV (Complaint Procedures) Section 15.3 Manner of Filing, Section 15.5, Statue of Limitations, Section 15.7 Administration and Section 15.9 Conflict of the Proceeding.

*Motion was made to approve, motion seconded, motion passed unanimously.*

**XI. National Events Documents**

The Board reviewed the National Events Schedule and requested that options for holding team round be surveyed to the Board and a revised schedule be published.

**XII. Office/Staff Update**

An updated organization chart was provided to the Board members

**XIII. Committee Review and Appointments**

CEO Parker reviewed the USAA Board and Committee Summary

- a) Board of Directors- Bill Corbin's term as Chair will end at the end of 2013, Skip Trafford and Linda Beck's terms will end at the end of 2013 but they will be eligible for a second term. Erika Jones' second term is up at the end of 2013 and Nick Kale will replace Brady Ellison's position on the Board in 2013.
- b) JOAD Committee-Doug Ludwig will serve a second term for the East region, Dee Falks for the South
- c) Athlete Committee-CEO is working with current committee members for commitment to serve a second term.

**XIV. Adjournment**

The meeting was adjourned at 11:55am