



**USA Shooting Board of Directors
– Meeting Minutes –
February 10, 2018**

1. Call to Order & Welcome Jeff Price, Chair
2. Roll Call Kevin Neuendorf, Secretary
 - a. BOD In-Person Attendees: Jeff Price, Keith Sanderson, Jim Henderson, Barb Bridendolph, Kristen Raskopf, Lisa Kelley.
 - b. BOD Conference Call-Ins – Susan Abbott and Paul Boyle
 - c. Special Guests: Athlete Representatives including Tricia Downing (Paralympic), Amber English (Shotgun) via phone, athletes Nick Mowrer, Dempster Christenson and McKenna Dahl. Staff members present included Keith Enlow, Kevin Neuendorf (BOD secretary), Penny Miller (USAS Controller) and Sharee Waldron (USAS Youth Development). Afternoon session included USAS general counsel Tom James and auditor Lane McMillen.
3. New Business
 - a. CEO Update – (see CEO BOARD DECK) Keith Enlow, CEO
 - i. Early Observations covering Team, Athletes, Commercial Effectiveness, Marketing, and Financial Systems
 - ii. CEO covered 30-day early wins in areas of organization, new financial lead, trust with athletes, youth programs, marketing improvements with media coverage, direct mail, fund raising plans, and positive partnership growing with Industry
 - iii. CEO covered management approach with Board and how team is setting expectations & the playbook the team is utilizing
 - iv. 2018 USAS Goals & Objectives reviewed by CEO
4. Executive Session called by Jeff Price at 10:13 AM.
 - a. Back in open session at 10:38 AM.
 - i. Marketing Overview & “Call To Action” Kevin Neuendorf
 - ii. Revenue Generation Plan discussed
5. USAS CEO Keith Enlow Requests BOD go into Executive Session at 11:36 a.m.
 - a. Executive Sessions concludes at 12:20 p.m.
 - b. Lunch commences from 12:20 p.m. until 1:00 p.m.
 - c. Afternoon BOD session commences at 1:00 p.m.
 - i. Bunker Club Update - Expect \$70,000 in Athlete Endowment Grants expected in 2018
6. Old Business
 - a. Code of Conduct Update Kristen Raskopf
 - i. Tom James commentary recommendation for new counsel.

- ii. Question posed by Athlete Representative...“Why is Code of Conduct for athletes is 15- pages and employees is five pages.” Noted by Chairman it is the desire of all to make sure that the employees and coaches are held to same standard as athletes.
- b. Finance / Budget Status Penny Miller
 - i. CEO shared results from 2017 which are ~(\$625K).
 - ii. Audit update as presented by auditor Lane McMillen.
 - 1. Last audit completed in December 2016.
 - 2. New field work to begin March 19, 2018. Preliminary field work has already begun with inventory audits.
 - iii. Question posed by Chairman Price to USAS in regards to financials and confidence going forward that USAS team will be helpful and confident on financial results. CEO and Controller agree.
 - iv. CEO discusses monthly financial reports, budget status & forecasting starting Q2.
 - v. Controller discusses implementation of new software to create greater efficiencies.
 - vi. Chairman discussion around financials and need for accurate financial picture.
- c. 2018 Budget Keith Enlow
 - i. Competitions budget surplus related to potential World Cup impact.
 - ii. Discussion around USAS pistol program and support at minimal budget of \$220K/year. CEO discusses “barebones” approach until revenue generation support happens.
- d. Safe Sport Update Tom James
 - 1. SafeSport Update from Tom James with discussion centering on USOC focus.
 - 2. USAS staff member states need for awareness
 - 3. All agree safety is the driving tenet of USA Shooting.
- e. Approve Minutes
 - i. October 21 – Paul Boyer motioned to approve. Jim Henderson seconded. No Opposition.
 - ii. July 17 – Paul Boyer motioned to approve. Keith Sanderson seconded. No Opposition.
- f. 2018 Budget Approval
 - i. Paul Boyer motioned to approve budget. Discussion ensues.
 - ii. General question from Board Member focusing on Paralympic operations and how it functions into budget? Staff notes that those are separate line items. Follow Up Action - BOD wants to know percentage of budget attributed to Paralympics?
 - iii. Action - USAS to provide financial reporting that would be more useful contextually for BOD. Finance committee follow up to finalize financial reporting package.
 - iv. BOD request follow up on how budgets determined.
 - v. Jim Henderson seconded motion to pass budget. No Opposition. Budget is approved.
- g. Next BOD meeting tentatively set for Thursday, May 10 in Fort Benning, Georgia
- h. Closing Comments by Chairman Jeff Price
- i. **Executive Session called for 2:43 pm.** Executive session ends at 3:15 pm.