

## **Board of Directors Meeting Minutes February 6<sup>th</sup>, 2017**

**Next Planned Meeting: March 6<sup>th</sup>, 2017**

### **Present:**

Eric Ingram – President  
Emily Shryock – 2<sup>nd</sup> Vice-President  
Michael Klonowski – Secretary  
Beth Curry – Representative Lakeshore Foundation  
Phyllis Palma – Head of Classification  
Andy Miller – Head of Referees  
Kevin Crombie – 1<sup>st</sup> Vice-President

### **Absent:**

Dave Mengyan – Commissioner  
Debrah Whitehurst – Treasurer

### **Review:**

- Review and acceptance of prior meeting's minutes

### **Commissioner's Report:**

- Deferred at this time

### **President's Report:**

- Need for improvement of email use practices – when roles change, new officer needs access to old emails
- Need to have a backup email address from pointer quadrugby.com address
- Met with Beth Curry at Demolition Derby – discussed improving relationship between USQRA and Lakeshore/USAWR and delineating roles
- Need to discuss with membership/clarify what is actually happening between USQRA and Lakeshore/USAWR – Facilitate role and strategy clarification
- \*\*\*Action Item\*\*\* Creating Action Item Spreadsheet
- \*\*\*Action Item\*\*\* Create Job Description for Board Position – Deadline for everybody – March 1<sup>st</sup>

### **1<sup>st</sup> Vice-President's Report:**

- C/B Meeting was last Monday – Multiple submissions – will start to consolidate proposals
- C/B is meeting again next week
- \*\*\*Action Item\*\*\* Draft for new clinic application for next meeting
- \*\*\*Action Item\*\*\* Create Job Description for Board Position

### **2<sup>nd</sup> Vice-President's Report:**

- Collaborating with VP2 to publish post-season sponsors to FB, FCP and Twitter

- Have folks that are interested in next year sponsorship – expanding beyond current grouping of organizations
- Need to examine outreach with FCP, FB and Twitter – Will collaborate with Secretary
- Working with Brad Mikkelson and Chris Cook about working with nailing down long-term Hall of Fame Sponsors
- **\*\*\*Action Item\*\*\*** Create Job Description for Board Position
- Discussed with Ability360 with Commissioner confirming how we are managing sponsors with hosts, resolved any possible conflicts
- Discussing with other potential sponsors about national and regional levels

#### **Secretary's Report:**

- Collaborating with VP1 – Setting up AGM items
- Collecting team articles for season
- Posting updates from Classifiers to website
- Collaborating with VP2 to publish post-season sponsors to FB, FCP and Twitter
- **\*\*\*Action Item\*\*\*** Will send out team letters thanking NBC for Rio coverage

#### **Treasurer's Report:**

- Deferred – Family emergency

#### **Classifiers' Report:**

- Classification manual has been completed – Will confirm that manual is good to send out
- 3 proposals submitted for AGM
- All sectionals will be staffed, and flights are booked
- Classifiers are set for Nationals

#### **Referees' Report:**

- Provisional Official – referees which are involved with individual teams as staff, coaches, etc – should the tourney host will be paying for an individual, if they are traveling with team that is playing at tourney?
- Will delay monthly meeting, due to Rugby Rave, this week.
- All tournaments are staffed with alternates listed
  - Darren R and Kelli K will be head officials at Nationals
  - Will send out list of officials for tournaments to the Board

#### **Lakeshore Representative – Beth Curry:**

- Role Description – Reports to President at Lakeshore to run multiple programs and facilitate directors of individual sports programs
- Invested in the long-term health of the sport and the USAWR program in the USA
- Would like to have a stronger relationship with USQRA
- Will be present at AGM in Phoenix for improved conversation with USQRA membership – reduce suspicions of acting without oversight
- Lakeshore has contractual agreement with USOC to run and support USAWR