



**U.S. Biathlon Association, Board of Directors Meeting
Pineland Farms Conference Center - Saturday June 7th, 2008
Meeting Minutes, Submitted by Art Stegen, Secretary**

I. Call to Order

Chairman, Larry Pugh called to order the Board of Directors regular meeting of the U.S. Biathlon Association at 8:30 A.M. on June 7th, 2008 at the Pineland Farms Conference Center, New Gloucester, ME.

II. Roll Call

Members of the Board of Directors present were: Larry Pugh, Charles Kellogg, Bill Alford, Phyllis Jalbert, Art Stegen, Chad Salmela, and Jerry Baltzell. Absent from the meeting were Michael Dubie, Rachel Steer, and Jeremy Teela. Members present represent a quorum. Others attending the meeting were Ed Williams, Max Cobb, Andy Shepard, James Upham, Tom Zelko, Teresa Benevento, Bernd Eisenbichler, Per Nilsson and Gail Hollister. Roger Hartley joined the meeting via telephone conference.

III. Opening Remarks

Chairman Larry Pugh thanked the members present for their attendance and gave special thanks to Bernd Eisenbichler and Per Nilsson who had just arrived from Europe. He recognized Teresa Benevento, Tom Zelko's replacement at the National Guard Sports Office, attending the meeting for Major General Michael Dubie who was away on military matters.

IV. Approval of Minutes

Chairman Larry Pugh made a motion for acceptance and approval of the previous regular Board of Directors' meeting minutes from October 23rd, 2007. The motion was seconded and approved.

V. Chairman's Report

Chairman Larry Pugh began his report by stating that the biggest responsibility of the Board of Directors is to provide the resources required for success of the organization. He held a recent meeting in Boston discussing opportunities and ideas to better help in meeting that responsibility. He reminded the members that the current support of TD Banknorth is due to end in 2010 and that focus is needed to retain their support beyond that point. Recent discussions with the U.S. Olympic Committee have provided an offer to help with introductions with VISA as a potential major sponsorship and General Electric have presented the USOC with some interesting opportunities. Two current Maine corporations have been the focus of additional interest. Larry asked other members to review the other opportunities discussed at the meeting. Max Cobb explained the Stewart Filmscreen Corporation of Ohio has expressed interest in potential

Meeting Minutes – USBA Board of Directors – 7 June 2008

sponsorship. Bill Alford related the committee's discussion of potential opportunities with the Boy Scouts of America and suggested that their Headquarters in Dallas should be approached and shown how the sport can project healthy life-style alternatives for youth. Jerry Baltzell suggested that the Board of Directors explore the potential of National Guard support and exposure by advertising support through their recruiting efforts. Tom Zelko mentioned that the military is looking for the widest audience which is currently driving their NASCAR programs, but suggested that attempts to explore opportunities with the National Guard need to begin at the National Guard's headquarters in Washington.

Larry asked Andy Shepard to review the status of the Golf Fundraiser. Andy reviewed the history, results and goals of the project, with a net income of \$42,000 in 2006, \$48,485 in 2007 and a projection of \$62,400 for 2008. The event will be held on September 15th at the Falmouth Country Club. He outlined the changes for the coming event that will include having Board members approach potential sponsors directly rather than forwarding names, looking for Hotel/Resort stays for the auction and increasing participation by expanding to 20 team Captains with teams of 4 for the event. Larry concluded his report by saying that the Annual Gold Medal Campaign is still open and has a current total of \$23,000 with anticipation of surpassing the funding goal of \$25,000.

VI. Staff Reports

A. Executive Director's Report -

1. USOC Partnership: Executive Director Max Cobb reviewed the current status of USOC partnership. He received recent confirmation that the USOC would provide the USBA with \$900,000 in direct support. This is at the same level as last year. In addition, the USOC will provide support for residents and training camps at the U.S. Olympic Training Centers that amounts to \$42 per day per person for athletes and staff. Current plans are for 12 resident athletes and 2 coaches utilizing this support at Lake Placid. Along with the training center support, USOC is providing support in areas of sport science for both physiology and psychology. Max told the Board members that the USBA staff is pleased with the USOC support.

Another area of USOC partnership that Max highlighted was the June 1st introduction of the USOC's modern website showcasing the family of Olympic websites, including the U.S. Biathlon Association. He demonstrated on-line navigation of the site; <http://biathlon.usoc.org> for those in attendance. He also explained the anticipated December 1st launch of the USOC television network which the USOC has prioritized, and will focus on full coverage of Olympic sports. For both the internet and television, Max has indicated that he has had much interaction with the USOC communications department in terms of how USBA can interface and be a part of their efforts.

2. Budget: Max provided the Board members with an overview of fiscal year 2008 (FY 08) and a projected FY 09 Budget. The FY 08 Budget was impacted in a major way by the Euro/Dollar exchange rates and as a majority of USBA expenses are in Euros, the fiscal year ended with a \$101,500 deficit. This deficit forced cutbacks in non-

Meeting Minutes – USBA Board of Directors – 7 June 2008

essential projects, but did not impact the promises to athletes and staff and insured the best efforts to maintain IBU and Olympic participation. Part of the deficit was also caused by the failure to recruit additional sponsorship. Development of the FY 09 Budget was based on conservative assumptions and built on known sources of incomes. Additionally, the staff was reorganized to reduce costs. The World Championships costs will be paid by the Korean organizers. The FY 09 Budget model will apply to 2010. A motion to pass the FY 09 Budget was made and approved.

3. National Teams: The International Competition Committee submitted its recommendation for the 2008-09 National Teams. A proposal to restructure the teams and changes in coaching was included. The National A team will be coached by Per Nilsson and include Tim Burke, Jay Hakkinen, Lowell Bailey, Russell Currier, Jeremy Teela, Haley Johnson, Caitlin Compton, with special status for Laura Spector for educational concerns. The National B team, coached by Gary Colliander, will include Zach Hall, Jesse Downs, Sara Studebaker, Lanny Barnes, Tracy Barnes, Meagan Touissant and Brynden Manbeck, with special status for Walt Shepard and Annalies Cook, also for educational concerns. The Development and Recruiting team, coached by James Upham, includes Casey Simmons, Bill Bowler, Jenny Wygant and Susan Dunklee with Sylvan Ellefson participating for the summer. The Junior National team includes Leif Nordgren and Wynn Roberts, who will be invited to some senior activities with the A team, and Hillary McNamee, Ethan Dreissigacker, Preston Butler, Raleigh Goessling, Addie Byrne and Grace Boutot. The junior team will be coached by Vladimir Cervinka. Patrick Coffee will serve as Assistant Coach to Per Nilsson for the A team. A motion for approval of the ICC's nominations was made and approved.

4. International Teams Selection: The International Competition Committee forwarded for approval in concept a multi-step Selection Procedure for the teams participating in 2008-09 season's international competitions. The Board was provided a document outlining these procedures which will need review and finalization following the decision on World Cup participation at IBU's Congress. The ICC's recommendations were developed with input from many sources and approval was delayed until September when any required changes will have been made.

5. Code of Conduct: The staff requested approval for a Code of Conduct document developed in compliance with a USOC requirement. The document was provided to the Board members and has been reviewed by USOC's John Ruger and a Board Athlete's Representative member Chad Salmela. The document has merged the previous Athlete's Agreement with USOC suggestions with additions made by the USBA staff. Following discussion that included suggestions from Ed Williams, a motion to approve the Code of Conduct was approved.

6. IBU Activities: Following the reduction of the IBU World Cup schedule and removal of Ft. Kent on the 2009 schedule, USBA received a letter from IBU President Anders Besseberg expressing his intentions to place on the agenda of the next IBU Executive Board meeting in July a proposal to include two U.S. World Cups for the 2010-11 season. It was felt that this proposal would provide a good follow-up to the 2010 Olympic Winter Games in Vancouver. The Marketing Committee also recently met with the IBU and its sponsorship firm in New York City. The meeting focused on how

Meeting Minutes – USBA Board of Directors – 7 June 2008

better to market USBA in the United States and provided IBU with a better understanding of the issues in this country. The meeting resulted in improved relationships with all the groups.

7. Vancouver Hospitality Program: Having earlier decided to explore the IBU offer for USBA to host the Vancouver Hospitality Program, Max reviewed the status as it has developed thus far. The program would provide opportunities for the USBA family and sponsors to experience the Winter Olympics, and would be good for the USBA, however will require a lot of work that cannot fall under the responsibility of the current staff. Sabina Noering, an accomplished meeting planner has presented the USBA with a proposal to manage the program with packages for 4 nights starting at \$5,500 per person. The program would include 30 first class rooms, access to tickets and complete ground transportation, with a projection to net at least \$100,000 for the USBA. The presentation was provided to Board members.

B. High Performance Director's Report - Bernd Eisenbichler reviewed the 2008-09 season's highlights that included Leif Nordgren's medal performance at the World Junior Championships, Tim Burke's continued top-ten results at the World Championships and World Cups, improvements in Lowell Bailey performance and the unexpected results from first-year participant Caitlin Compton. He also reviewed the progress made in the development of the juniors and other new athletes. He explained the "one philosophy" concepts for the Board members and reviewed the National Team plan that includes a restructure to 3 senior levels, A, B, and Recruiting, and consists of 17 athletes, 5 new athletes, and 8 junior athletes. Along with the teams, he explained the responsibilities for the 4 coaches. He concluded his report by sharing the program's goals for the coming season and the preparations that have taken place that will hopefully lead to success in 2010 at Vancouver.

C. Coach's Report – Per Nilsson reviewed the "lessons learned" from a critical review of 2007-08 season and outlined the plans, training and goals for the 2008-09 season. He feels confident that the loss of Mikel Lofgren will not have a severe impact and that hiring Patrick Coffee can actually have benefits by improving the ability to monitor and manage the athletes training. He outlined the season's training and competitive activities and explained the rationale in the team selection procedures presented earlier in the meeting.

D. Recruiting – James Upham provided the Board members with a presentation regarding recruiting efforts and announced that a systematic plan is needed and in development. Following research, he presented several conclusions as to best locations and strategies to recruit potential athletes into USBA programs.

VII. Athlete's Report

Chad Salmela reported that the athletes have indicated everything is going well. There are no concerns being voiced by the athletes. He explained that elections for the next quadrennial are on track, beginning with time-frame for starting on June 15th and concluding by August 1st, with two representatives being elected in time for the next USBA meeting in September. The person receiving the highest vote count will be the

Meeting Minutes – USBA Board of Directors – 7 June 2008

USOC representative. He was working with Max to develop a current list of eligible athletes meeting the 10-year rule. He also announced that Jeremy Teela wished to be replaced.

VIII. Committee Reports

A. Audit Committee - Phyllis Jalbert reported that audit was completed and that the USOC found no problems. Both the USOC and external auditors had similar conclusions for which adjustments have or will be made. They identified 13 areas for improvement, most of which have been implemented. Currently, Max Cobb has improved the USBA office accounting procedures and has installed offsite backup.

B. Safety Committee – Jerry Baltzell reported that the committee recommends establishing a roller-ski safety policy. The committee has looked at USSA guidelines and addressed additional concerns for biathlon. The committee feels a plan for educational purposes is needed and that the USBA website is a good vehicle for delivery. The committee also has concerns for biathlon range management and suggests that the National Guard help in developing an SOP in that regard.

IX. Other Business

A. Vancouver World Cup invitation – Max Cobb announced that interest among the Board of Directors to attend the March 9-15, 2009 World Cup at Vancouver should be made known for planning purposes. Currently there are no plans in development for Board members to attend the World Championships in Korea, February 12-22, 2009.

B. Hall of Fame – Charles Kellogg submitted John Morton for nomination into the USBA Hall of Fame. He circulated a summary of John's history with biathlon and a motion to accept the nomination was approved. Andy Shepard volunteered to review the status of the Hall of Fame and work towards development of a "cyber site" and office recognition of previous members along with the current nomination.

X. Date of Next Meeting

The date of the Board of Directors meeting is set for September 16th, 2008, 08:30 A.M. at the Pineland Farms Conference Center, following the annual Golf Tournament on September 15th.

X. Adjournment

Prior to Adjournment, the National Guard's Teresa Benevento thanked the group for including her in the meeting. The meeting was adjourned at 12:10 P.M.