



**U.S. Biathlon Association, Board of Directors Special Meeting
Pineland Farms Conference Center - Tuesday September 26th, 2006
Meeting Minutes, Submitted by Art Stegen,**

I. Call to Order

Chairman, Larry Pugh called to order the special meeting Board of Directors of the U.S. Biathlon Association at 10:00 A.M. on 26 September, 2006 at Pineland Farms, New Gloucester, ME.

II. Roll Call

Members of the Board present were: Chairman Larry Pugh, Charles Kellogg, Roger Hartley, Phyllis Jalbert, Art Stegen, Bill Alford, Jerry Baltzell, and Chad Salmela. Member Rachel Steer and others including Edward Williams, Piotr Bednarski and Bill Lilly participated via telephone conference call. Members present represent a quorum. Others present were Executive Director Max Cobb, Project Coordinator Katy Cook, Marketing Coordinator Jerry Kokesh, Andy Shepard and James Upham.

III. Approval of Minutes from Last Meeting

A motion to approve the minutes from the previous July meeting was made, with second and approved.

IV. Chairman's Report

Chairman Larry Pugh commented on the successful fund-raising Golf Tournament. Andy Shepard reported that the gross was \$44,000, with a net of approximately \$31,000. Larry recognized Katy Cook for her efforts and reported that TD Banknorth was pleased with the results and recognition. Larry also recognized all who contributed to the efforts that saw 76 players, 19 foursomes enjoy a great day with all objectives being achieved. Larry concluded his report by stating that the Board of Directors and staff were fulfilling their duties in a professional and excellent manner.

V. Committee Appointments

The Chair of the International Competition Committee needed to resign, which requires consideration to appoint a new chair for this important committee. Consideration is also being given to creating an Athlete Development committee that would be involved with the recruitment and coordination with staff as to the direction and efforts of the Association in this area. An assessment of needs will take place prior to the naming of such a committee.

VI. Proposed By-Laws Amendments

Ed Williams directed attention to the handout and informed the members that it pertains only to the Annual Membership meeting. He had asked the USOC for a variance to the quorum requirement, reducing athlete participation from one-third to one-fifth and allowing all people on the points list plus all US biathletes who have participated in World Championships and the Olympic Games, but that all other athlete representation must still meet the USOC definitions. USOC agreed to the proposal. A motion to accept the amendment was made, seconded and passed.

VII. Executive Director's Report

Max Cobb, Executive Director reported that a 3-week camp at three different locations had recently concluded in Sweden with the new coaches. The camp included roller-ski and dry-land training in Sollefteå, roller-ski competitions and physiological testing in Ostersund and on-snow ski training and testing at the Ski-Tunnel in Torsby. The athletes were satisfied with the training and their progress. Some athletes were in the process of changing ski companies. Some of the athletes participated in a small festival in Germany. The athletes returned to their homes and will have a training camp at Soldier Hollow in October. The team will travel to Europe for on-snow training in November. The juniors had visited Argentina in August for on-snow training and competitions with support from the IBU. Many of the juniors had the opportunity to meet Larry Pugh, and Bill Alford during the summer Roller-ski event in Jericho, VT. Gary Colliander had arranged this very successful "junior-focused" summer activity.

Concerning staffing, Max announced the hiring of an Athlete Development Director on a half-time basis. Piotr Bednarski, who was instrumental in the development of Minnesota Biathlon, was announced as the person. His role will be to work with Development level coaching, recruiting and development of structured programs and to develop a platform for higher levels of success. These were areas that a "systematic approach" was felt to be missing. A November 1-3 meeting scheduled at a site TBD to provide the initial planning. Piotr commented that 1990's aggressive recruiting, energy and resources resulted in success but that retention of those younger athletes was limited due to college and other interests. The program must address college-age athletes. A transition from junior to senior athletes is critically important. The High Performance plan outlines this process. He also stressed that a need to return to the model of regional goals is required.

Larry Pugh extended a welcome from the Board to Piotr and commented that supporting our top athletes was our highest priority, with developing programs for developing athletes behind them a close second. It is necessary for the long-term success of the sport. Bill Alford suggested a return to the question of the Athlete Development committee. Max suggested that some BOD members are interested in being involved with this type of committee, but those specifics of the committee's role and tasks still need to be developed. Max reminded the group the BOD must remain at the strategic level, with staff concerned with the tactical levels. Clear articulation of goals and plans needs to be made.

Meeting Minutes – USBA Board of Directors – 26 September 2006

Concerning IBU and USOC matters, Max reported on the IBU Congress which he and Andy Shepard had attended in Russia. He related the terrifying experience of a stroke that Andy had experienced during the meeting. He mentioned that the USA had the potential of hosting the IBU Executive Committee meeting and that a potential USOC grant might be available for such activities. There were a number of U.S. candidates of IBU committees and Jerry Kokesh was recognized for his efforts on the Information Committee. He felt that the election of Alfons Hormann of Germany as VP Marketing would help the IBU. The IBU would be broadcasting 2007 World Cup events via the internet, which present opportunities for advertising and exposure. Max feels that the USBA needs to develop our own broadcast around the World Championships, however NBC would be too expensive and we should therefore target regional and local sports networks. Bill Alford expressed a concern that the Marketing Committee should take that initiative.

Updating USOC activities, Max explained that the athlete direct support program was successfully concluded. Four athletes will be provided monthly program support at 3 levels (3 at \$1200 and 1 at \$1600). Additionally, all athletes at the World Cup program are eligible for performance support with a maximum limit. The total USOC athlete support is \$100,000. The athletes must sign USOC agreements and this direct support is above the \$750,000 grant and not part of the USBA budget. It was explained in the discussion that followed that this direct support is based solely on athlete performance.

Concerning the budget, Max commented that "cash flow" was tight and that the meeting with the auditors had gone well. The auditors were pleased with Anita Hall's report. The audit would be ready by the end of next month. This would mean that the Association is now ready to finally close the Vermont office and critical operations were now in Maine. Roger Hartley commented that it was difficult for Max to be dealing with two offices, but were now ready to meet with new auditors. Roger made a motion to approve the following actions: 1) consolidation of accounts to streamline accounting, 2) transfer of \$80,000 from the USOF funds to the line of credit (with the current USOF balance at \$220,000) 3) closing the ADP managed 401K plan since it is not being used and costs over \$200 per month to maintain. The motion was seconded and approved. A new auditing firm will be recommended at a later meeting.

VIII. Athlete's Report

Chad Salmela reported that there was only limited discussion from the athletes and that was a good sign that things were going well. The athlete's main concerns were about support and requirements or criteria for next year's team.

IX. Committee Reports

The Nominating and Ethics Committees had approved Art Stegen as the candidate for the Secretary. The process for additional nominees had begun and a notification to the membership was ready for mailing.

The Audit Committee was ready to meet with a new firm. Jerry Baltzell suggested that proposals from three agencies be requested.

Meeting Minutes – USBA Board of Directors – 26 September 2006

The International Competition Committee had taken additional time to provide the season's criteria's due to a change in concept. They developed objective criteria with the flexibility without team trials, which is a major departure from the trials system of the past.

The Fund Raising Committee provided a proposal for an annual campaign called the "Gold Medal Campaign." The proposal was approved by the members and the Chairman suggested that all BOD members support the program. Larry offered to start the program with a donation of \$5,000. Art Stegen suggested that all BOD members become "Life Members" of the Association as well.

Andy Shepard reported that the Marketing Committee was in the process of awaiting a response to proposals from the Irving, MaCain and Fraser corporations, which were major efforts of attaining additional funds. The committee had also secured \$10,000 support in the form of donated services and materials for office decoration and was looking for additional funding for technology upgrades.

Bill Lilly reported that the Club and Events committee was focused on 3 areas: 1) building on the North American Cup schedule with Canada, 2) making race organizers aware of guidelines and standards, and 3) providing levels of technical assistance. He reviewed the efforts during the Summer Roller-ski Festival at Jericho and stated that the committee would continue to seek was to improve the levels of competition and to involve the national coaches in additional events and activities.

X. Next Meeting

The Annual Membership Meeting, as required by the By-Laws will be held on Saturday, November 11 at 10:00 A.M. at the Office of the U.S. Biathlon Association in New Gloucester, ME. A meeting of the Board of Directors will immediately follow the Annual Membership Meeting. The date of record will be October 31, 2006.

XI. Adjournment

The meeting was adjourned at 12:20 P.M.