



**U.S. Biathlon Association, Board of Directors Special Meeting  
5:00 P.M. May 31, 2011,  
Meeting Minutes, Submitted by Art Stegen, Secretary**

**I. Call to Order**

Vice Chairman, Charles Kellogg called to order the Board of Directors Special meeting of the U.S. Biathlon Association by teleconference on May 31, 2011 at 5:00 P.M.

**II. Roll Call**

Members of the Board of Directors participating in the conference call were: Larry Pugh, Charles Kellogg, Bill Alford, Phyllis Jalbert, Art Stegen, Roger Hartley, General Michael Dubie, Jerry Baltzell, Sarah Konrad, Brian Olsen and Walter Shepard. Bitsy Kelly and Ed Williams were unavailable for the call. Also participating on the call was Alan Ashley of the USOC. The members present represented a quorum.

**III. Opening Remarks**

Charles Kellogg chaired the meeting in place of Chairman Larry Pugh who is recovering from surgery and gave a brief background update concerning the purpose of the meeting. He asked CEO/President Max Cobb to review the agenda and provide the members with any other important information.

**IV. CEO/President's Remarks**

Max Cobb provided the members with an update on the activities of the National Team that had just completed its first training camp at Lake Placid. With the entire coaching staff present, he commented that the team was working out well and that the Tim Burke who was recovering from surgery quite well. The team's training was a return to basics and that a full update would be provided by High Performance Director Bernd Eisenbichler at the next Regular Board of Directors meeting to be held on June 25<sup>th</sup>. He also informed the members of the plans to expand the rollerski loop at Lake Placid with help from the USOC. A goal for more than 25 years, the project would increase the current facility by 3½ kilometers and would contribute to a great effectiveness of the training there.

Max explained the purpose of the teleconference was to find a solution to reduce the debt and debt service from the deficit incurred in 2008. He asked Alan Ashley to review the on-going discussions with USOC about the strategies to find a solution to this \$30,000 annual expense. Alan explained the in the discussions with USOC leadership, two possibilities had developed; one was for an advanced grant against the High Performance funding from the 2014/2015 seasons and a loan from the USOC to be paid back by USBA. He mentioned that USOC was pleased by the presentations by Max and

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Bernd before the USOC and that the USOC is pleased with the results, governance, leadership of the USBA and were especially pleased to see progress in the right direction, especially with the women's program. However, he said that financial difficulty of debt and solutions to eliminating it present different options, each with pros and cons. Advancing money against future High Performance funding was the less preferred option and at this time it was felt that the loan approach was better since it did not compromise future athlete and program funding. USOC would prefer to figure a way to help continue the on-going success and stay healthy for the future but at the same time tighten up the business side and clear up the current obligations. Alan said that USOC preferred to go into the next quadrennial clear of the debt and with some stipulations and benchmarks on the business management, which would include the hiring of a Business Manager would be the key to solving the problem. Max added that USBA has the smallest staff of any NGB and that the USOC had provided a grant for the hiring of a Business Manager.

When asked about the interest rate for a USOC loan, Alan replied that it would be very favorable as compared to the current rates that vary between 7.9 and 18%. He said that the loan would be from the corporate board rather than High Performance funding which would minimize any impact on programs and athletes. Max went on to suggest that a small committee to include Max, Chairman Larry Pugh, Vice Chairman Charles Kellogg, Treasurer Roger Hartley and Athlete Representative Sarah Konrad to work with USOC to develop proposal to resolve the debt by reaching a favorable solution for both the USOC and USBA. A motion was made to that effect, seconded and after some further discussion was approved.

Max then moved to the second agenda item that was the purposed of the special meeting; hiring of a Financial Manager. Previous to the meeting Max had provided the members with a job description that had been reviewed by both USOC and the USBA Auditors. Max sought approval from the members to advertise the position with a tentative hiring date of July 1<sup>st</sup>. The position would be a part-time, with 10 hours per week, year-round in office requirement. A motion was made to approve Max's request, seconded and approved.

### **V. Adjournment**

With no other business, the meeting was adjourned and the call ended 5:35 P.M.