

**USA Roller Sports**  
**Meeting Minutes Executive Committee**  
**February 21, 2019 8:45 p.m.**

ATTENDEES: Kay Gallatin, Eric Steele, Annelle Anderson, Heidi Permatteo, Kyle Hughes, Trace Hansen

GUESTS: Gloria Manning, Michael Jacques

**Administrative Staffing for Nationals**

Committee was asked if Gloria and Annelle continuing their paid positions as administrative staff for nationals. Gloria was invited to attend the meeting to explain what support was provided in the past and what might be needed this year. Two things are changing because of the location, one of which is the venue will be doing ticket sales and security, so USA Roller Sports will not be doing this. The other change is that Figure will be going first and, in the past, much of the packet assembly was done during speed before Figure started. Staff is needed athlete registration packets, coach registration and program sales. There will be further discussion on this, but as of right now it is proposed Gloria travel on 7-14 and attend through the 2 weeks of Figure. Annelle will arrive on 7-14 through 7-26. Kay will manage the speed registration with the help of Gloria who is planning on staying for the week of speed along with additional speed volunteers. This will be finalized soon, but there are some additional requests to help the registration process.

- Entries be done early so packets can be done in the office before Eric leaves (July 10<sup>th</sup>)
- Medals be prepped early (stickers on medals if being done this year)
- Figure Draw be done earlier
- 

**International Staff for World Games**

Inline hockey has requested a change in their staff and asked for approval.

MOTION – Change JR Woman assistant coach to Charlotte Nicholson replacing Charlie Sgrillo Sr. as requested by the inline hockey committee

Motion by Trace Hansen Second by Heidi Permatteo. Approved Unanimously

Figure Committee submitted decision for coach. This was referred back to the FSC for a recommendation on one coach, or an extension of application window to solicit additional candidates, now that the nationals schedule is out.

**International Staff or Pan American Games**

Figure has submitted a change to the coaching staff for Pan American Games. They also identified an alternate as per instructions from the USOC. Every name of a staff person who might be attending the games must be in the USOC portal before February 25th to be considered for approval by USOC.

MOTION – Change original coach selection to Vickie Bateman for Pan American Games per Figure committee request and add alternate Scott Clifford.

Motion by Heidi Permatteo Second by Annelle Anderson. Approved Unanimously

## Site Visits for 2020 Update

In March the site visit group will go Cedar Rapids to look at that venue. This venue has the ability to have two floors and is arena style setup so no need for bleachers, dasher boards, etc., on main floor. Group will look at hotels and other things such as shuttles etc. The group going is Trace Hansen, Michael Jacques, Eric Steele, and John Fearnow.

Eric is in contact with the Wichita group to schedule a site visit. It is the hope the site visits can be completed, and a recommendation made so that a presentation can be done at the April Board meeting. Eric will be releasing the rest of the bid city proposals.

## Rodchenkov Act

The USOC sent each individual NGB a copy of the act and asked for an endorsement. This was discussed in length at the NGB Council meeting that Eric attended. He felt like this was a strong document and had some good components including a whistle blower portion. Eric felt like USA Roller Sports should endorse if majority of the council also endorsed.

MOTION – Authorize Eric to endorse the Rodchenkov Act if full USOC NGB Council endorses  
Motion by Trace Hansen Second by Heidi Permatteo. Approved Unanimously

## Finance Committee Concern

The finance committee has been doing some research with Eric and legal council to get a standing on what a member “in good standing” is in regard to outstanding account balances. It was the opinion of Jerry Pigsley that the best place to refuse or change membership due to issues such as money owed USA Roller Sports, or incomplete safe sport and background checks is at the beginning of the membership year.

All sports committees will be asked to come up with a solution for how to collection the correct amount of funds from the athletes. One suggestion was to ask for a large deposit from each athlete trying out for the team and then it would be refunded right way if they didn't make it.

Figure qualifier – Executive committee was made aware of a discussion about whether international athletes should be allowed to skate the figure qualifier if they can't represent the US at Worlds. This is still being researched.

Sports Committee Duties – There have been comments that committee members have not seen the sports committee duties document. This is sent to the committee chairs annually with instructions to share with each committee member. There is a new document being worked on by committee, but not forwarded yet.

DIRECTIVE – Ask Peggy to send both the sports committee document and the confidentiality agreement to the committee chairs again asking them to make sure that every committee member has read and signed the documents.

Committee Issues – It was mentioned by Eric that many of the committee members have not completed their safe sport yet and many are past the 60 days deadline.

DIRECTIVE – Ask Eric to send a list of delinquent committee members to each committee chair. If it is the committee chair, then that information should be sent to leadership.

Accounting – The temporary bookkeeper hired for the office has taken a full-time job and is leaving. After recommendation from the finance committee and those working on the accounting it was recommended that we hire an accounting clerk/administrative assistant that will do the accounting as it has been set up without changing or adding. This also allows for some additional support in the office outside the accounting realm.

MOTION – Approve the compensation package for the Accounting Clerk/Administrative Assistant at \$30,000 to \$32,000 plus benefits.

Motion by Annelle Anderson Second by Heidi Permatteo. Approved Unanimously

Eric was excused from the meeting.

MOTION – to adjourn the meeting

Motion by Trace Hansen, Second by Heidi Permatteo. Approved Unanimously

NEXT MEETING – March 7<sup>th</sup> 8:30 p.m. CST

Minutes approved unanimously