The text below is a transcription of the minutes from a Board of Directors Conference Call held on Wednesday, June 20, 2018. The attendees, topics, and discussions are detailed as follows:

**Board Members in Attendance:** Jim Anderson, Ginny Jasontek, Krista Karwosky, Erin King, Linda Loehndorf, Margaret Mahoney, Sheila McNabb, Olivia Morgan Britt Rooney Lori Zabel.

**Excused:** Megan Hansley, Yolanda Jackson, Mariya Koroleva, Michele Kraus.

**Call to Order At:** 9:03 PM EST  
**Presented by:** Linda Loehndorf

### Topic: Vote to approve the Junior National Team Selection Procedures

**Presented by:** Linda Loehndorf

**Discussion:**
Approve Jr Nat Team procedures – put together by National team committee, headed by Ginny.

Moved by: Britt Rooney  
2nd by: Krista Karwosky  
Vote: unanimous

### Topic: Vote to approve the job description for the Executive Director

**Presented by:** Linda Loehndorf

**Discussion:**
Approve Executive Director job description. Linda thanked Olivia, Krista and Lori for revising the description and asked for any input. Once approved it will then be posted on the USA Synchro website and in other places approved by the USOC.

Britt suggested a few suggestions about strategic planning and competencies. She then proceeded to make these changes and send the revised version out to the BOD. An email vote was requested on this topic by noon the next day.

### Topic: Treasurer’s Report

**Presented by:** Britt Rooney

**Discussion:**
Britt Rooney informed the BOD that the May statement looked good, however, not all expenses from the U.S. Open had been factored in to the report yet. In the future we would like to have better communication with the meet hosts on expected costs and also, we would like to see a breakdown from Jennifer on all the income and expenses from the U.S. Open meet.

### Topic: Audit Committee Report

**Presented by:** Jim Anderson

**Discussion:**
Jim Anderson has met with the auditors and have wrapped up the annual report. It will now go to the audit committee, who will present it to the BOC. Jim asked if we should schedule a date in July to present to the BOD? The BOD decided that Jim will set up the meeting for the auditors to speak with the BOD at the next conference call in July.

### Topic: Old Business

**Presented by:**

**Discussion:**
Update on the USOC investigation
- Linda has heard that the investigation has been completed and hopefully the BOD will hear the results soon.
Update on the Senior Team Selection Procedures and USOC approval
- Linda reported that they look good and we should be able to move forward quickly.

Update on the High Performance Plan (HPP)
- Linda has an appointment to present HPP to the USOC in August – Linda will be with Myriam on the final product. Essentially what Myriam had prepared is good for the current quadrennium, it just needs to be tweaked. There could be some changes to be made after we hear the results of the investigation.

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<th>Topic</th>
<th>New Business</th>
<th>Presented by</th>
<th>Linda Loehndorf</th>
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<td>Discussion</td>
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<td>Linda reported that the USA Synchro Foundation will be presenting changes to their organization’s structure, but she has not received them yet. A decision will have to be made whether to vote on the changes in the summer or wait until convention.</td>
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<td>Linda asked if Margaret would help look at the current National Team contracts to ensure stability for the upcoming senior team and Olympic team.</td>
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Moved to adjourn by: Ginny Jasontek 2nd by: Krista Karwoisky Vote: unanimous

Adjournment at 10:07 PM

NEXT MEETING: July 25, 2018 @ 9:00 PM EST

Respectfully Submitted,

Erin L. King, Secretary