The Meeting was called to order at 8:31 a.m. MST by Chair Mike Babuin. Roll call was taken.

Members Present:

- Mike Babuin, Chairman of the Board
- Peter Scudner, Independent Director
- Anne Cribbs, Independent Director
- Kagin Lee, National Organization Director
- Attila Malek, Club Representative Director

Also in attendance:

- Mike Cavanaugh, Chief Executive Officer (CEO)
- Dennis Taylor, Secretary & General Counsel
- Doru Gheorghe, Chief Operating Officer (COO), High Performance & Technical Director
- Carl Danner, Foundation Representative
- Deborah Gray, Chief Financial Officer
- Lee Kondo, Assistant Secretary

A routine call for any conflicts of interest was made, and Mr. Danner mentioned his relationship with JOOLA USA. The agenda was reviewed and approved without objection.

**A. Chairman’s Opening Statement**

Mr. Babuin waived his opening statement. Mr. Cavanaugh said that Mr. Han Xiao, Athlete Director, would be joining the meeting later. Mr. Ken Waugh, auditor, and Mr. Charles McClinton, USOC Sport Performance, would also attend. Mr. Sean O’Neill, Web Master; Ms. Jasna Rather, Para Program Manager; Mr. Ed Levy, Athlete Director; and Mr. Jim Kahler, Independent Director, might be available to participate via teleconference.

Mr. Waugh, Mr. Scott and Mr. Preiss joined the meeting.

**B. Audit Presentation**

Mr. Waugh noted that the audit process was conducted smoothly. He reported on USATT revenues, assets, liabilities, purchases, profits, and losses, explaining that he did not find it necessary to change any accounting practices. Only three very minor accounting adjustments were made.
Mr. Scudner, Audit Committee Chairman, stated that Ms. Grey provides monthly accounting statements (e.g., check register, CEO expenditures) to him for his independent review. Foundation grants accounting (e.g., Mike Dempsey) was presented. Although the present economic climate is uncertain, Mr. Danner suggested that safe investment of USATT’s cash might be further investigated. USATT is working with a realtor to lease and/or sell its Colorado Springs building. Mr. Waugh should provide his best practices suggestions to the Audit Committee, as the committee reviews and clarifies its Bylaw mandated duties and responsibilities.

C. CEO’S Vision Statement

Mr. Cavanaugh provided background information regarding the history of USATT’s reorganization. The USOC took an active role in the governance reformation process that was already underway internally. Mr. Cavanaugh was offered as an Executive On Loan from the USOC because of his experience within the Olympic Movement, and USATT engaged him as the Interim Executive Director. In 2009, he became the USATT’s first Board appointed Chief Executive Officer (CEO).

An independent consultant facilitated the Board’s development of a strategic business plan designed to grow the sport of table tennis, particularly through juniors/youth development programs, and to facilitate good communications with USATT’s members. A new logo was created to symbolize USATT’s transformation. Mr. Cavanaugh and the Board of Directors meticulously reviewed and revised Bylaws and evaluated the functioning of existing Committees. USATT’s Chief Financial Officer (CFO) effectively managed finances and focused on protecting organizational assets and reserves. USOC’s high performance leadership provided invaluable guidance for our athletes. Rapport was established with the new Board, Foundation, Hall of Fame, Athlete Advisory Council (AAC), and National Collegiate Table Tennis Association (NCTTA).

Mr. Cavanaugh envisions exciting plans for USATT’s future. USATT’s website ranks #7 during the time period measured among NGBs using the USOC website server, and the number of website hits is growing. The website will undergo significant future transformations as the USATT seeks to obtain increased funding, perhaps including targeting of donor objectives; promotion of online and magazine advertising; and establishment of live streaming videos, website links, and magazine article coverage. The Website Manager will be delegated expanded duties, and there will be a USOC media specialist to support our endeavors. Both an Annual Giving Campaign and an ITTF Coaching Certification Program have been launched.

A new USOC mandated Safe Sport Plan is being developed in further support of our athlete participants. USOC medical resources for USATT’s top athletes are being explored, such as medical expert consultations for little or no cost in sports psychology, nutritional recommendations, and even medical treatment and surgery. Another ITTF Americas Challenge tournament might be planned and organized, perhaps in 2015.

In comparison with other USOC NGBs, the USATT is trying to become a leader in such areas as diversity of membership, implementation of the SafeSport Plan, and the handling of ethics/grievance issues. Mr. Taylor, USATT General Counsel, was invited to speak to USOC/NGB
representatives on the subject of USATT’s implemented best practices for ethics and grievance procedures at the USOC’s Colorado Springs meeting; however, because of flight difficulties, he could not attend. Instead, Mr. Cavanaugh delivered the previously planned PowerPoint slide presentation and fielded questions.

Mr. Cavanaugh’s priorities in the near future include, but are not limited to, increasing the number of USATT members; finding additional sources of USATT funding such as National Team and National Event sponsorships; formulating a marketing plan for increased sales of USATT branded goods (e.g., on-line merchandising); maintaining the E-Newsletter; identifying areas where USATT can better serve its members, parents, coaches, and clubs; nurturing regional and national leagues; implementing the USOC mandated Diversity and Inclusion Plan; investigating the vast recreational player market and the potential for expansion of scholarship programs; examining the possibility of USATT’s joining the NCAA as an emerging sport; forming an internal live streaming team; upgrading the National Office; closely integrating USATT’s website with its magazine; examining coaching and staff compensation and referee/umpire reimbursement allowances; and evaluating prize money and alternative prize incentives at the U.S. Open and Nationals. While the USOC has expressed confidence in USATT’s CEO and leadership team, future challenges for the USATT Board and CEO include overcoming some degree of pessimism among USATT’s members.

It was suggested that the Board of Directors target and monitor progress made towards the USATT’s top 4-5 priority objectives in 2014. High priority will be placed upon ways to increase USATT funding levels, through fund raising efforts and USOC contributions, product sales, and other sources. The Board might obtain quantitative measurements concerning where USATT stands now, and where it intends to be in the future.

Mr. Waugh, Mr. Scott, and Mr. Preiss left the meeting at 9:50 a.m.

The Board meeting took a session break from 9:51 a.m. to 10:05 a.m.

Mr. McClinton joined the meeting at 9:49 a.m.

D. USOC High Performance

Mr. McClinton, USOC’s Sport Performance Team Manager, was introduced and welcomed to USATT’s Board of Directors meeting. He has been working with the USATT for four years, with a goal towards facilitating good relations between the USOC and the USATT. Mr. McClinton said that the USATT is doing a “great, outstanding job,” and he often encourages other NGBs to speak to Mr. Cavanaugh regarding USATT’s best practices.

USOC’s resources for increasing our table tennis athletes’ performance were discussed. Mr. McClinton suggested that USATT might run a training camp at the Colorado Springs Training Center—our athletes may benefit from input by the USOC’s sports experts (e.g., psychologists, nutritionists). However, Mr. Gheorghe noted that while table tennis athletes might improve their overall conditioning at the Training Center, high altitude table tennis training has not been found to be beneficial to performance. Mr. McClinton and Mr. Gheorghe intend to draft a detailed proposal for increasing USATT athlete performance utilizing USOC resources.
Mr. McClinton left the meeting at 10:25 a.m.

E. Legal Briefing/Issues

The suit in Oregon against USATT has been dismissed, without prejudice. It may be refilled, with or without USATT as a party.

A list of USATT’s intellectual property will be compiled by Mr. Cavanaugh and presented by him at the next Board meeting.

F. Bylaw Revision Update

Mr. Babuin, Chairman of the Bylaw Review Task Force, stated that while about 150 Bylaw changes have been proposed, recommendations for revisions have not yet been completed. Task force members include Mr. Scudner, Mr. Taylor, and Mr. Xiao. While some of the recommendations are merely technical corrections, others will be substantive in nature. Some of these recommended changes may involve advisory committee organization/operations, staff responsibilities, and representation of the USATT internationally. Mr. Taylor, Mr. Cavanaugh, and Mr. Scudner are now reviewing proposed Bylaw changes.

G. At Large Election Notice & Process

An At Large Director opening exists on the USATT Board of Directors. Currently, an election is being conducted under the USATT’s Nomination and Governance Committee’s (NGC’s) supervision. This election is held to fill Mr. Christian Lilleroos’ vacated seat. He resigned to accept a Technical Director position with the Mexican Table Tennis Federation. The vacated term is through December 31, 2014.

The NGC approved the 2013 Election Notice and Process which outlines candidate requirements. Implementation of the electronic voting system resulted in a significant increase in membership participation in the immediate past election.

The NGC published their 2013 Election Notice/Process on the USATT website by the specified September 26, 2013 due date. The nomination period runs from October 16th through November 16th. The voting process will be posted on the USATT website on November 22nd; and the election process will run from November 27th through December 27th. The election results announcement will be made on or about January 6, 2014.

In recent years the NGC has limited the number of candidates on the ballot to two, although the NGC is authorized to put more than two candidates on the ballot. Future changes in the election process for the At Large Director were discussed. It was recommended that a task force consider suggestions for potential election process changes, noting that there are advantages and disadvantages to any proposed voting system.

H. Foundation Report

Mr. Danner stated that the Foundation’s purpose is to support USATT endeavors. The Foundation has about $1M, implying a small increase in grants. A suggestion was made that the
Foundation should consider adopting USOC’s present investment management strategy with its broad diversification. USATT would incur no management fees to participate. The Foundation’s next meeting is in December in Las Vegas.

I. VA Grant Award Report/Membership Recommendation

Ms. Rather joined the meeting via teleconference call at 11:06 a.m.

The Veterans’ Administration (VA) is considering providing a grant to the USATT for a Wounded Warrior table tennis program. If a VA grant is awarded, possible locations being considered for this program are San Diego, San Francisco, San Antonio, Cary, and Fort Worth. There is a small administrative fee built into the grant and reporting on the grant will be done by the Para Program Director and the CFO.

**MOTION 1:**

MOVED to create a pricing category for General Members who are veterans of U.S. armed forces and who have received a Para Olympic classification from the USATT. Such members shall be charged $25.00 per year for membership.

Movant: Attila Malek
Second: Peter Scudner

Discussion: While a membership discount to Para Olympic-classified veterans may be desirable, it may be best to table this motion for at least one year, in part, to allow for sufficient time to evaluate the VA grant program. After discussion, Motion 2 was presented.

**MOTION 2:**

MOVED to table the above motion until after the completion of a VA grant program evaluation.

Movant: Anne Cribbs
Second: Kagin Lee

Discussion: Motion 1 above can be considered after an evaluation of the VA grant program has been conducted, perhaps after at least one year.

The Motion was passed unanimously by voice vote.

Ms. Rather left the meeting at 11:36 a.m.

J. Executive Session

The Board went into executive session for the consideration of legal issues at 11:36 a.m. Minutes are not kept for executive sessions. The Board returned to general session at 11:50 a.m.
K. NCTTA Report/NCAA Vision

Mr. Lee stated that while there are significant benefits to having the USATT become an NCAA member, this is a presently a distant goal for NCTTA. In the meantime, table tennis programs in schools can be facilitated and encouraged. USATT representatives may wish to contact leading NCAA universities/colleges (e.g., Stanford University) to obtain suggestions for making table tennis an NCAA sport. USATT representatives also should contact NCAA universities to facilitate the organization and expansion of table tennis clubs and programs. Long term goals include establishing university table tennis scholarships and coaching programs.

Mr. Scudner and Ms. Cribbs left the meeting at 11:50 a.m., resulting in a lack of a quorum. Mr. Xiao joined the meeting at 11:57 a.m.

The Board recessed for lunch at 12:11 p.m., and the meeting was resumed at 1:13 p.m.

Upon reconvening the meeting, all Board members were present except Ms. Cribbs. A quorum was present. Ms. Cribbs rejoined the meeting at 1:30 p.m.

L. Polyball

Mr. Lee stated that the current celluloid ball is permitted for use by table tennis associations until its supply is depleted. However, the new ITTF approved plastic non-celluloid ball (i.e., polyball) will used by ITTF events beginning on 1 July 2014 (e.g., World Championships, ITTF world tour tournaments). For example, if the U.S. Open in July, 2014 becomes an ITTF World Tour event, then the polyball must be used there. If the U.S. Open is not a World Tour event, then the USATT may choose either the celluloid ball or polyball for use.

For more information regarding the polyball, consult the ITTF President’s message to manufacturers dated 6/28/2013. A Polyball Technical Brief also was written by Mr. Lee. The polyball is currently legal under ITTF rules, thus no ITTF rule change is necessary. While it is anticipated that some U.S. players may express dissatisfaction with the polyball, the change is likely unavoidable, at least for higher level athletes who may participate in international competition.

After the new polyballs are released for usage, the U.S. national team will begin training with the polyballs which differ in performance (e.g., “feel,” sound) in comparison with celluloid balls.

M. Webmaster Report

Mr. Cavanaugh presented an overview of USATT’s highly significant Internet presence through web pages on the USOC website, YouTube, Facebook, Google Plus, Twitter, and other websites. Mr. O’Neill, USATT’s webmaster, uses USOC’s powerful Sitecore software package to implement major improvements on USATT’s website. The number of hits on USATT’s website is significant because the USOC provides monetary incentives for reaching targeted milestones in the number of new website visitors. Several website additions were recommended, discussed and will be implemented. USATT’s website will also be integrated more completely with its bimonthly magazine. Possible selling of USATT brand products on its website is being considered.
N. Technology Update

Mr. Cavanaugh stated that the USATT seeks a technology partner and several service providers were considered to provide greater membership promotion and marketing, permit online membership enrollment (e.g., via credit cards), track tournament sanction fees, decrease operating costs, provide centralized ratings/ranking information quickly and expeditiously following tournaments, enforce USATT policies, provide office business reports (e.g., accounting), and protect USATT’s data with a high level of security.

MOTION 3:

MOVED to authorize the Board to enter into negotiations with Rail Station as the leading contender among technology partners and also to authorize Mr. Cavanaugh to obtain a written Rail Station proposal for review by the next December Board meeting.

Movant: Peter Scudner
Second: Han Xiao

Discussion: Since the USATT Board can approve the budget in December, having a Rail Station written proposal at that time for discussion is a worthwhile goal. Several USOC NGBs (e.g., badminton, shooting and fencing) use Rail Station. USATT must evaluate what is needed to implement the Rail Station platform.

Mr. Cavanaugh should negotiate with Rail Station and have a written Rail Station proposal for review by the next December Board meeting.

The Motion was passed by a 4-1-1-0 vote.

In Favor: Mike Babuin, Anne Cribbs, Peter Scudner, Han Xiao
Opposed: Attila Malek
Abstention: Kagin Lee
Not Voting: n/a

O. Financial Report

Ms. Grey provided year end projections for 2013, a financial report summary, programmatic summaries, a Profit and Loss summary, and Profit and Loss details through the third quarter 2013. There was a $32,391 loss at the end of the 3rd quarter; however, this was smaller than the projected budgeted loss of $50,000. Reasons for the shortfall included decreases in revenues from memberships, tournament processing fees, the USATT magazine, Butterfly teams, and website advertisements.

A suggestion was made that financial pie charts would be beneficial to the Board and should be created to permit a visual aid in understanding the categorical breakdown of 2013 revenues and expenditures.
Mr. Rose joined the meeting at 3:20 p.m.

P. Marketing and Fund Raising Update

While this topic was on the Board’s agenda, Mr. Jim Kahler, Independent Director, was unable to attend the meeting. Thus, this update was not presented.

Q. USOC and USATT AAC Report

MOTION 4:

MOVED that Mr. Barney Reed replace Han Xiao as a member of the Athlete Advisory Council (AAC).

Movant: Han Xiao
Second: Peter Scudner

Discussion: Mr. Xiao recommended that Mr. Barney Reed replace him on the AAC, and Mr. Reed has agreed to serve.

The Motion was passed unanimously by voice vote.

Ms. Cribbs was absent from the room and did not vote.

Mr. Xiao stated that the AAC’s current priority is to seek increased funding. The AAC will also recommend candidates for the USADA next year. The AAC and the USOC have a good relationship. The Affordable Healthcare Act’s impact upon athletes is to be determined.

Ms. Cribbs joined the meeting at 3:32 p.m.

R. SafeSport Plan Presentation

Mr. Cavanaugh stated that the USATT’s Safe Sports Plan draft is almost finished. The USOC’s recently released SafeSport Plan document will be reviewed, and USATT’s SafeSport Plan is scheduled to be completed prior to the next scheduled Board meeting. The USOC National Governing Bodies Council’s SafeSport Plan recommendation to the USOC Board of Directors was unanimously approved by all NGBs, and it is mandatory for all NGBs to participate in it.

Under the USOC’s authority, the USATT plans to conduct periodic security background checks (e.g., Lexis-Nexus) on key USATT personnel, including coaches, Board members, and Committee members. National team coaches have undergone background checks in the past. In accordance with USATT’s SafeSport Plan, background checks for all coaches will be compulsory and are scheduled to be completed by December 31, 2013. Coaches who do not participate in these background checks will be removed from USATT’s Certified Coaches list. The USATT and USOC are obligated to protect their members (e.g., minors) through these required background checks.
5. **High Performance/Technical Director Report**

Mr. Gheorghe reported on National Team results and commented that 2013 has been a quiet year thus far, with some program cutbacks. Juniors and Cadets participated in the “2013 Road to Nanjing” event for first stage 2014 Olympic game qualification in Egypt, Korea, New Caledonia, Canada, Brazil, and Hungary. All national team members played in the U.S. Open Americas Challenge Series in Las Vegas. The USA qualified two teams (i.e., boys and girls) to attend the World Junior TT Championships to be held in Rabat, Morocco.

The National Men’s and Women’s Teams participated in the World Team Cup, World Championships, ITTF North America Cup, U.S. Open Challenge Series, China Open, Korea Open, North America Championships, and Women’s World Cup tournaments.

Some athletes were unable to participate due to real or individual conflicts. Removal criteria should be developed and implemented to remove players from national teams who are not committed to these programs. Other national team members who exhibit a high commitment to participate in more events than budgeted should receive additional USATT support.

The 2014 Junior, Cadet, and Mini-Cadet National Team Trials will be held in December in Las Vegas. The 2014 Men’s and Women’s National Team Trials will be held by mid-March, 2014. The High Performance Committee will post the specifications for the selection procedure on USATT’s website when completed.

Several ITTF coaching courses were held this year in different locations throughout the United States.

Mr. Scott and Mr. Preiss joined the meeting at 4:10 p.m. Both left the meeting at 4:15 p.m., along with Mr. Gheorghe, Mr. Rose and Ms. Gray.

**T. Executive Session**

The Board went into executive session to discuss personnel issues at 4:17 p.m. Minutes are not kept for executive sessions. The Board reconvened its general session at 4:53 p.m.

**U. Old Business/New Business: USATT Magazine Contract, BIG WHACK, Club Streaming**

There was no outstanding old business.

Mr. Scott and Mr. Preiss joined the meeting at 5:03 p.m.
1. USATT Magazine Contract

**MOTION 5:**

MOVED that the USATT explore the possibility of producing its magazine in house as part of its budget cycle this year.

Movant: Peter Scudner  
Second: Attila Malek

Discussion: The USATT magazine editor’s contract provide for an editor’s salary that is a significant part of USATT’s marketing budget. Rather than having an independent magazine editor, USATT’s marketing staff can produce the magazine in house, integrating it with the USATT website, Internet and digital outlets.

The Motion was passed unanimously by voice vote.

**MOTION 6:**

MOVED that the current USATT magazine editor’s contract not be renewed without the Board’s approval.

Movant: Peter Scudner  
Second: Attila Malek

Discussion: The USATT magazine editor’s contract either can be renewed this year or allowed to expire. The last 2013 issue of the magazine is almost completed. The first issue of 2014 may be completed soon. While there will be overlap between transferring of magazine publication to the marketing staff from the current editor, the editor’s contract should not be renewed without the Board’s express approval.

The Motion was passed unanimously by voice vote.

2. Big Whack Junior Program

Mr. Scott Preiss and Mr. Jim Scott presented an Overview of the Big Whack Junior Program, which has had success in Portland, Oregon in promoting table tennis to young students (i.e., K – 12). About 112 Oregon schools were reached in 25 years, and 100 Stiga tables were donated to the program. Mr. Scott requested that USATT endorse this program. The Board has the request under advisement.

V. Annual Assembly/U.S. Nationals Board Meeting Schedule in Las Vegas

7 pm, Wednesday, December 18th, Annual Assembly Meeting

8 am – noon, Thursday, December 19th, Board Meeting - Board mixes with the membership at the Nationals that afternoon
6 pm, Thursday, December 19th, Hall of Fame Event

9 am – 5 pm, Friday, December 20th, Board Meeting – USATT Committee Chairs will submit their annual reports

Saturday, December 21st, Nationals Finals events

Mr. Babuin appointed Mr. Han Xiao as Assembly Task Force Chairman. The Assembly Task Force will provide recommendations to the Board for preparation and organization of the Annual Assembly meeting. The USATT’s plans for utilization of the new ITTF approved polyball in future tournaments might be considered as a topic for Assembly discussion. [Note: although no others were appointed to the Assembly Task Force, Mr. Xiao’s status as an Active Athlete suffices to meet the 20% athlete representation requirement.]

W. Adjournment

MOTION 7:

MOVED that the Board meeting be adjourned.

Movant: Mike Babuin
Second: Attila Malek

The Motion was passed unanimously by voice vote.

The Board was adjourned at 5:44 p.m. MST.

Respectfully submitted,

Lee Kondo
Assistant Secretary