



**USA Karate
Board of Directors Meeting
July 19, 2017 1:00 PM
Greenville, South Carolina**

A meeting of the Board of Directors of USA Karate was held on July 19, 2017 at the National Championships and Team Trials in Greenville, South Carolina.

Directors Present

Mr. John DiPasquale
Mr. Doug Jepperson
Mr. Alex Miladi
Mr. Terrance Hill
Mr. Roger Jarrett
Mr. Mathew Ralph
Mr. Brian Ramrup
Ms. Cheryl Murphy

Directors Absent

Mr. Doug Stein

Also Present Were:

Mr. Phil Hampel
Ms Elizabeth Sottile

Call to Order

Board President, Mr. John DiPasquale, called the meeting to order at 1:10 PM EST and Elizabeth Sottile recorded the minutes. A quorum of directors was present and the meeting, having been duly convened, was ready to proceed with business.

Mr. DiPasquale welcomed the board members.

Presidents Remarks

- Mr. DiPasquale discussed Mr Hampel needing to fly out to Colorado Springs after the meeting. Thursday we will meet with USOC CEO Scott Blackman, Toshi Nagura WKF General Secretary and Sensei Sasagawa JKF President.
- The 2017 Nationals is the biggest championship in history, which coincides with USA Karate membership growth

Approval of Previous Meeting Minutes

- Meeting Minutes – Jan 28 & 29, 2017
- Meeting Minutes – April 28, 2017
- Meeting Minutes – July 7, 2017

Motion to approve John DiPasquale

Second Alex Miladi

Approved: Unanimously

Policy Approvals

- Transgender Policy
- USANKF Code of Conduct
- USANKF Conflict of Interest Policy
- USANKF Gift Policy
- USANKF Whistleblower Policy

Motion to Approve Doug Jepperson
Second Alex Miladi
Approved Unanimously

Rules of Competition Approval

- USA Karate Kumite Rules revised 7-8-17
- USA Karate Kata & Kobudo Rules revised 6-21-17

Motion to Approve: Alex Miladi
Second: Mathew Ralph
Approved Unanimously

Appointment of Athlete Representative for the Judicial Committee

- Sheela Venaro is no longer eligible
- Needs to be an operation gold athlete

Motion for Brian Mertel to be the Athlete Rep on the Judicial Committee: John DiPasquale
Second: Tokey Hill
For: DiPasquale, Hill, Jepperson, Jarrett, Ralph, Murphy, Miladi
Against: Ramrup
Motion passes 7 to 1

CEO Report

- Staff updates
 - National Office Updates – Jessica Herbst and Zach Neal have left on their own will, Elizabeth Sotttile joined full time June 1 and intern Christina Patton will start September 11
 - Reevaluating work flow for future staffing structuring this Fall
 - Working with other NGBs for advice on staffing
 - Elizabeth has been doing a great job and the productivity of the office has drastically increased
- Financials
 - 2016 Financials
 - provided for review P&L, Budget to Actuals and Balance Sheet
 - From a cash position perspective we are in a good place - reserve funds are in place and we have the cash on hand to meet obligations.
 - We opened a Wells Fargo account for any deposits where there isn't a Chase Bank – this was to support transactions in Greenville SC
 - Corporate liability card – USA Karate is no longer tied to the card authorized and against Luke St.Onge's personal liability.
 - Same line of credit, but tied to USANKF
 - Mark Rohn is still doing the audit – requested additional information on 7/18
 - Revenue for National Championships athlete registration is updated through June 30
 - Revenue from membership - \$145,115 (updated 7/12)
 - 10% increase from 2016
 - Club memberships are up from 2016

USA National Karate-do Federation

Member United States Olympic Committee

1631 Mesa Ave., Suite A-1 Colorado Springs, CO 80906

Phone: (719) 477-6925 - www.usankf.org - natoffice@usankf.org

- Signature Events:
 - US Open
 - Up \$2000 from 2016 – expenses still pending
- 2017 US Open Update
 - Finishing up payments, finalizing payments with Caesars
 - 1420 athletes – largest USA Open in history,
 - Jump in International participants at 41 Countries
- 2017 Nationals Update
 - Canceled hotel reservations effecting attrition (figuring out why this happened)
 - Conversation regarding the Hyatt Hotel saying rooms are booked vs not booked
 - We used a third party housing company – advised that we were full, at precon Hyatt stated we were at 67% and today we are 57% occupied – we will review this arrangement post the event with the Hyatt.
 - Largest attendance in history – about 1700
 - New to seminars at this years nationals
 - Free USOC seminars for the Senior and Junior Team
 - Sport Pych
 - Nutrition
 - Tom and Sakura both taught seminars
 - Lowered the coaches seminar fee to increase attendance/include all coaches
 - Referee seminar
- TeamUSA Event Updates
 - World Games – Tom and Sakura will be attending; participation is based on WKF qualification each world and continental champion and the number 1 ranked athlete
 - 2017 Jr PKF Update
 - Very tight window for commitment following Nationals
 - Sent out the information to all of the Elite Competitors in advance to know pricing and information in order to cut down turnover
 - We booked 83 rooms for the USANKF due to high volume of people in Argentina at that time.
 - Parents will need to “buy” rooms from USANKF – they will need to pay a fee if they choose to stay elsewhere
 - World Championships – Tenerife – focus on this later
- 2018 Team Trials
 - There was athlete pushback on January dates; looking to move to Presidents weekend in February
- 2018 Nationals Update
 - Working with Reno to finalize dates and hotel rooms
 - Event would move to the Convention Center as the Peppermill is booked and we were tight on space there last time.
 - Potentially Ft Lauderdale for 2019
 - Final costs in Pittsburgh were significantly higher than planned due to additional union labor costs
 - Looking in to moving National Championships into June
 - Easier with school schedules
 - Better for families on vacation
 - More time to respond for PKF participants
- USOC Sport Performance Update
 - 2018 Sport Performance plan is due Aug 1
 - Staying consistent with what was written in the 2017 plan while highlighting all the met goals
 - Presentation will be late August with a decision made by October

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- Sport Performance department restructured, but still working with the same main contact – Jenn Giesheker
 - Karate has been added to the combat sports portfolio
- Systems Update
 - EthicsPoint
 - Live – online and phone based reporting system
 - Office365
 - Moving over after PKF trip for email system and getting off David Richmond’s server
 - Membership Management
 - Potentially moving over to Webpoint as other NGBs have use
- SafeSport Audit
 - Baker Tilley auditing the compliance of each NGB
 - Several meetings and interactions with them
 - This may impact how we operate – All referees must be compliant
- For your reference
 - Athlete Agreement
 - Updated agreement provided
 - Update Participant Safety Handbook
 - Updated agreement provided

Athlete Director Update:

- Brian Ramrup had questions about athlete funding. It was explained that the USA Karate support is not a cash payment – it is a reimbursement for Karate 1 Event travel, we also included the US Open in this reimbursement.

Coach Director Update:

- Coaches course was well run, set up nicely and moved around nicely
- Liked the interaction between grassroots coaches and national coaches
- Broke off into sub groups and gave feedback on coaching

Executive session

Motion to enter Executive Session: John DiPasquale

Second: Alex Miladi

Approved Unanimously

Executive Session discussed legal issues

Motion to adjourn meeting – Mr. DiPasquale

Second – Brian Ramrup

Approved Unanimously

Voting on an item that was missed during the session and handled via email vote on 7-19:

Mr DiPasquale has spoken with the Directors at the National Championship on this issue.

Motion Change the composition of the referee committee to replace Chris Hodgins with Mary Crawford as a member of the Committee. – John DiPasquale

Second: Alex Miladi

For: Jepperson, Miladi, DiPasquale, Ralph, Jarrett, Hill

Obtained: Ramrup and Murphy

Approved 6-0

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