



**USA Karate
Board of Directors Meeting
January 28 and 29, 2017**

A meeting of the Board of Directors of USA Karate was held on January 28 and 29, 2017 in Chicago, IL.

Directors Present

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

Also Present Were:

Ms. Jessica Luna
Mr. Phil Hampel

Call to Order

Board President, Mr. John DiPasquale, called the meeting to order at 2:00pm CT and Jessica Luna recorded the minutes. A quorum of directors was present and the meeting, having been duly convened, was ready to proceed with business.

Approval of Minutes 12/28/16

Motion to Approve Mr. John DiPasquale

Second: Mr. Doug Jepperson

Approved: Unanimously

President Update

Mr. DiPasquale welcomed the board members and asked Mr. Hampel to provide the CEO Report

CEO Report

- 2016 Highlights
 - The Olympic Dream is alive as Karate is included in the 2020 Tokyo Games.
 - Hosted Very Successful Signature Events
 - Significant Sponsorship at the National Championships- \$51,000.
 - We qualified 2 athletes for the World Games- Tom Scott and Sakura Kokumai
 - Our Junior National Team was the 1st in the medal count at the Pan American Championships.
 - Our Women's Team Kumite took a Bronze at the World Championships
 - Tom Scott finished 5th at the World Championships
 - Coach Jeff Kohn was named chair of PKF Para Karate and a WKF Commission member

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- Fariba Madani was named the Assistant Secretary of the WKF Referee Commission.
- Tokey Hill was named to the WKF Technical Commission
- Increased the membership revenue over 2015 by \$12,510
- We launched our new magazine and published 3 issues
- Progressing toward recognition as an Olympic NGB-Membership Working Group is targeting the March USOC Board Meeting for approval
- Very successful meeting with Scott Blackmun and Antonio Espinos
- Established a relationship with the USOC International Relations Director Dragomir Ciorsolan
- High Performance Plan was presented to the USOC Sports Performance Team.
- Staffing Updates
 - Zach Neal has transitioned to full time as the membership coordinator
 - We hired a Part-Time resource Elizabeth Sottile to coordinate marketing and communication and expect she will go full time in May when she completes her internship with the USOC.
- 2016 Financial Update
 - The books are not closed yet- target end of March for closing 2016
 - Maintained a cash reserve fund and capital fund to help smooth out the cash flow issues and to allow for necessary capital enhancements to tournament computers and our operations software.
 - Continue to improve the Accounts Receivable and Payable processes which made the 2015 990 and audited financials process much easier. Looking to further improve the process so we can move to accrual accounting in Quickbooks.
 - Reviewed 2016 Budget to actuals and 2015 to 2016 P&L comparison
- 2017-2020 High Level Quadrennial Budget
 - Draft Budget provided for the 2017-2020 Quadrennial
 - Added Health coverage to Colorado Springs Employees
 - Modified the Athlete Funding Model to be performance based and to provide direct athlete support for medal Potential and Games Potential
 - Discussed the shift in the funding model

	Old Model	New Model
Equipment	\$10,000	\$10,000
Events	\$150,000	\$90,000
Camps & Development Activities	\$40,000	\$40,000
Direct Athlete Support		\$48,000
Karate1 Medal Winner Incentive Fund		\$12,000

- There was discussion around whether the coaches should be funded on a performance-based model. The coaches will not be funded on a performance model as they are there to support the athletes.

Motion to Approve Budget: Mr. John DiPasquale
Second: Mr. Tokey Hill
Approved: Unanimously

- Olympic NGB Update
 - Financial Review and Bylaw Review was initiated by the USOC Membership Working Group
 - Financials met their approval
 - Additional Policies we need to formalize based on the 990 review
 - Whistleblower Policy
 - Consistently Monitors Conflicts of Interest Policy
 - Several meetings were held to answer questions and identify Bylaw changes
 - Those changes will be voted on today
 - There are additional recommendations that we will need to consider
 - Once approved the Membership Working Group will review and make a recommendation to Scott Blackmun
 - Scott Blackmun will review and make a recommendation to the USOC Board of Directors most likely in March Update
- US Center for SafeSport Update
 - Paid the \$3,900.00 fee for 2017
 - Will open in February
 - Required Bylaw changes are incorporated in the proposed changes
- 2016 Tactical & Strategic Initiatives Update
 - Reviewed progress against key initiatives

Bylaw Amendments

- Presented Bylaw Amendments – as discussed 12/28/16
- All board members are in agreement with the following changes.
- Modifications to the USA National Karate-do Federation Inc. Bylaws effective January 1, 2016 to become effective February 1, 2017
 - Section 1.1. Name. – Corporate name was corrected to match the filing with the Colorado Secretary of State
 - Section 1.2. Non-profit Status. - Wording was removed that related to transition activities that are now complete
 - Section 2.1. Business Offices. – Paragraph removed that referenced setting up the office in Colorado Springs
 - Section 4.2. Safe Sport Compliance. – Paragraph added for compliance with the USOC SafeSport Policy and condition of membership as well as to recognize the U.S. Center for SafeSport and to comply with and be bound by the SafeSport Code, the rules of the U. S. Center for SafeSport, and the rules and procedures of the U.S. Center for SafeSport Response and Resolution Center rules.
 - Section 5.4. Suspension and Termination of Membership. – Wording added to support the acceptance of sanctions from the US Center for SafeSport and U.S. Anti-doping Agency. Clarification added to the Boards ability to make future changes and handle emergency suspensions.
 - Section 6.2. Function of the Board. – Added item m to cover compliance with SafeSport
 - Section 6.6. Election/Selection. – Modified • item b to correct errors in the paragraph numbers referenced. • item c to clarify for the USOC that any coach member is eligible and there is no requirement for certification. Also corrected an inconsistency in wording around voting class versus membership class from a prior change to the bylaws. • item d to also correct an inconsistency in wording around voting class versus membership class from a prior change to the bylaws. • item e to clarify a question from the USOC on whether the member signature is from the ASO or a general member. The signature comes from a member of an ASO. Also clarifies that the vote is 1 per ASO not 1 per each member of an ASO.
 - Section 6.10. Staggered Board. - Edit was missed from the last update when the independent seat was changed to an at large seat.

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- Section 6.13. Resignation, Removal and Vacancies. – Modified item b to remove a duplicate paragraph Section 8 – Removed references to task forces
- Section 8.3. Athlete Representation. – Wording added to comply with USOC Bylaws
- Section 8.16. Medical Advisory Committee. – Modified item b7 to allow CEO to assign duties to Medical Advisory Committee, this edit was missed in the last bylaw changes
- Section 8.17. Nominating and Governance Committee. – Modified item b3 to clarify the term athletes as defined by the USOC Bylaws. Modified item c to remove references to task forces
- Section 9.2. Place. - This change removes the requirement to hold the meeting after the assembly so that the meeting can occur prior to the assembly.
- Section 10.1. Transition. – Removed paragraph because transition is complete
- Sections 10.2 - 10.11 – renumbered to 10.1 – 10.10
- Section 10.2. Qualifications. – Modified to be consistent with the USOC Bylaws and to make the qualification and election pools the same based on recommendations from the USOC Membership Working Group.
- Section 10.3. Election/Selection. – Modified to be consistent with the USOC Bylaws
- Section 11 – Modified to be consistent with the USOC Bylaws
- Section 11.3. Election/Selection. – Added wording to handle the case where candidates are all the same gender.
- Section 13.4. Responsibilities. – Added wording to be compliant with SafeSport Code and appointment of designated SafeSport representative
- Section 14.1. Designation of Complaints – Excluded those items under the jurisdiction of the U.S. Center for SafeSport and U.S. Anti-doping Agency
- Section 14.6. Safe Sport – Exercise of Jurisdiction. – Inserted new section to allow for U.S. Center for SafeSport to have jurisdiction Sections 14.6 – 14.15 - Renumbered to 14.7 – 14.16
- Section 17.1. Code of Ethics. – Removed reference to task forces
- Section 18.4. Prohibited Loans. – Removed reference to task forces and included volunteer to the list of prohibited loans.
- Section 22. – Removed because the transition is complete.

Motion to Approve Bylaw changes: Mr. Alex Miladi

Second: Mr. Brian Ramrup

Approved: Unanimously

Motion to Adjourn and return 1/29/17: Mr. John DiPasquale

Second: Mr. Doug Jepperson

Approved: Unanimously

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**USA Karate
Board of Directors Meeting
January 29, 2017**

Call to Order

Board President, Mr. John DiPasquale, called the meeting back to order at 9:15am CT and Jessica Luna recorded the minutes. A quorum of directors was present and the meeting, having been duly convened, was ready to proceed with business.

High Performance Plan Update

- Received a \$10,000 Grant from USOC to work with the TSE Consulting
- Submitted the HPP Plan Jan 6th
- Presented the plan to Sport Performance on Jan 13th
- Plan was well received and we were told it was well done
- Financial support is a long shot
- We have been responding to many detailed questions
- Final decision should be known by March
- Requested support from the USOC:
 - Assistance with salary cost for a High Performance Director
 - Direct athlete support for up to 6 targeted athletes based on games and medal potential
 - Travel to support to get targeted individuals to K1 events to earn ranking points and gain experience
 - Support to the Karate1 medal incentive
 - Support Services for Sport Psychology, Strength and conditioning, nutrition and General Wellness
 - Elite Athlete Health Insurance
 - Operation Gold Support-World Championships, Pan-American Games, German Open and Olympic Games
 - Use of the OTC for 2-3 training camps plus trial event an mini camp in Colorado Springs Elite Athlete Health Assessment and Monitoring
 - United Airlines VIK support
 - International Relations Support to make the USA Open a K1 Premier League starting in 2018
 - Support to televise the USA Open to create an incentive for the WKF to bring the event to the US

Program Updates

- Changes to National Program
 - Embrace a culture of change
 - Modify the support and development services we provide to the athletes
 - Modify the funding model for the championship and development
 - Partner as much as possible with the USOC to provide support to identified athletes with medal potential for Tokyo 2020
 - Provide additional support services to develop the coaching staff
 - Continue to support international referees and increase number of active referees
- Funding Model
 - Athlete PKF and WKF Championship funding will be based on performance
 - USA Karate will provide 50% of the funding previously provided as a base to 1st seed athletes
 - Performance incentives based on advancing to the medal rounds and medals will provide additional funding

- A discussion was held to simplify the reimbursement based on performance. Staff will review options.
- 100% funding to any athlete that medals in an individual event
- K1 medal incentive program to distribute a fund to be distributed based on an allocation of points.
- World Games will receive the same model funding as the 2016 WKF Championships-LOC provides housing and food
- Camp funding will be available for the 1st and 2nd seed Seniors and 1st seed junior (18-20 and 16-17)- Select camps amounts and levels will be determined once we complete strategic planning
- Provide support to bring in international competitor so the US Open to provide advanced competition our elite divisions
- Level of total athlete funding would remain the same as 2016- allocated differently.
- Coach Support
 - Develop a formal coaches education program with support from USOC
 - Utilization of mobile coach to all member coaches
 - Creation of karate specific coaching to support development
 - Create an education program and work forward obtaining USOC'S complies with national standards (CNS) program recognition
 - Provide opportunities for national coaches to work with the grass roots coaches to develop consistency with their athletes
 - Provide support to coaches to attend the USOC coaching programs
 - Create awareness on the need for diversity within the coaches pipeline
- Camp Support
 - Develop a series of regional camps for Juniors and Seniors to minimize travel expenses and maximize opportunities for camps
 - Include team pool and Junior Pipeline athletes 16-17 and 18-20 top 2 or 4 athletes in Senior Team Camps.
 - May allow us to provide additional funding for top seed Sr National Team by offsetting camp costs with additional members
 - Utilize local organizations to host the camp and provide an ability for them to include their local athletes in an event with National Team members
 - Continue to hold 2-3 specialized camps for major events like World and PKF Championships, Pan Am and World Games.
- Referee Support
 - Continue the referee leader fund to support additional requirements on the WKF an PKF RC members
 - Maintain the international referee fund to support the WKF and PKF officials attending international events
 - Federation continue support the WKF referee license renewal fees PKF
 - Whenever possible bring in additional WKF and PKF officials
 - Provide financial support for international officials for us open
 - Create a junior referee program to allow grassroots organizations to offer a certificate and jr. license to younger officials to start interest early
 - Create a referee examination council separate from the RC to allow more opportunities to engage officials at he grassroots level with initial licenses and recruit for national level
 - Create awareness on the need for diversity within the referee corps
- Marketing and Public Relations
 - Continue investment in the USA Karate Magazine
 - Increase frequency of email news blast
 - Develop a flyer for benefits of USA Karate Membership for the clubs and individuals (why join)

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- Consider working with judo and taekwondo to create an Olympic Martial Arts flyer to send to all martial arts schools across the US.
- More effectively utilize existing channels to provide information on the federation and its members (Facebook, twitter, YouTube, Snapchat and Instagram.)
- Membership
 - Create a low cost supporting membership option to allow non competitors to support the Olympic Dream. (\$15-20)
 - Improve time to receive the membership materials
 - Investigating switching to virtual membership cards
 - Strengthen the Club Program and develop a program to increase club membership by 10%
 - Launch Club Banner Program late Q1 with the joint logo.
- Diversity and Inclusion
 - Develop a program to increase the diversity within
 - National Coaches Program
 - National Referee Corps
 - Clubs
 - Expand Para Karate Program
 - Create Awareness
 - Expand Programming
 - Diversity and Inclusion Plan is due the USOC April 1.
- Fundraising
 - Created a fundraising committee of experienced fundraisers and business people to solicit private donations
 - Evaluate ability to create a self sustaining program with a professional business development resource
 - Continue to grow sponsors with the Olympic Sponsors we established in 2016 like Highmark Blue Cross/Blue Shield and Dicks Sporting Goods
 - Engage with the USOC Marketing Department

Athletes Report

- Athletes would appreciate a debriefing on team events from National Team coaches to provide more immediate feedback

New Business

- none

Motion to Adjourn Mr. John DiPasquale

Second: Mr. Mathew Ralph

Approved: Unanimously

Adjournment-Mr. DiPasquale

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