

MINUTES
UNITED STATES CENTER FOR SAFESPORT
March 9, 2018

Opening of Meeting

1. The meeting of the Board of Directors of the United States Center for SafeSport (USCSS) was opened on Friday, March 9, 2018, at 9:00 a.m. MST. Notice of the meeting was duly given pursuant to USCSS Bylaws. The meeting was held in Denver, Colorado.

Board Members Present

2. The following Board members were present on Friday, March 9, 2017: Frank Marshall, Chair, Reuben Jones, Treasurer, Megan Ryther, Secretary, Julie Novak, Regis Becker, and Connie Smotek. Angelo Giardino joined by phone.
3. Also in attendance for the meeting were USCSS employees Shellie Pfohl (Chief Executive Officer), Malia Arrington (Chief Operating Officer), Allyson Anthony (Administrative Specialist), and David Barnett (Senior Manager of Accounting & Human Resources). Dan Hill (President, Hill Impact) was also present.

Quorum

4. Attending Board members constituted a quorum of the Board under USCSS Bylaws.

Approval of December 2017 Minutes

5. A **motion** was made to approve the Board minutes for the December 2017 meeting. The motion was seconded and passed unanimously.
6. Presley Fowler (Communications and Marketing Assistant) and Katie Hanna (Director of Education and Outreach) joined the meeting at 9:33 a.m.

Chief Executive Officer Report

7. Shellie Pfohl discussed highlights of the first year of operations for USCSS, including the recent passing of legislation S. 534, new staff additions, annual reports, and strategic planning.
8. Reuben Jones requested an update on caseload versus capacity. Ms. Pfohl reported that USCSS has a need for growth to meet demand and provided a prospective organizational chart.
9. Ms. Pfohl discussed the progress and importance of the IT security audit process regarding case files and other sensitive personal information maintained by the Center. Julie Novak requested consideration of a physical security audit as well.
10. The Board discussed the appointment of a Chair for the Audit Committee. Frank Marshall suggested Jon Fish as the Audit Committee Chair.
11. Ms. Pfohl presented USCSS current and pledged funding and grants.

12. Nichol Carlson, of Charity Buzz, joined the meeting by phone at 10 a.m.
13. Ms. Carlson explained both Charity Buzz and Prizeo's auction platforms, bidding communities, and business models. The Board provided potential auction ideas.
14. Ms. Carlson left the meeting.
15. Ms. Pfohl informed the Board of other revenue sources, including proceeds from Empowerment Leotards, e-commerce, and fee-for-service trainings.
16. Ms. Pfohl reported an increase in outreach and speaking engagements. Requests for presentations have increased significantly and USCSS aims to meet the demand to garner awareness of SafeSport.

Media Report

17. USCSS public relations and media consultant, Daniel Hill, discussed media attention concerning sexual abuse in sport.
18. Mr. Hill addressed the challenges USCSS has faced and will continue to face as the reach of people exposed to the Center expands.
19. Mr. Hill explained growing confusion in the term "SafeSport" being used by the U.S. Center for SafeSport as well as by National Governing Bodies using it in programmatic context.
20. Susanne Lyons, acting Chief Executive Officer of the United States Olympic Committee, joined the meeting at 11:30 a.m.
21. Ms. Lyons discussed the USOC process and timeline in searching for a Chief Executive Officer. She also expressed the USOC's commitment to supporting the Center while respecting its independence.

Nominating and Governance Committee Report

22. Jessica Herrera-Flanigan joined the meeting by phone.
23. Ms. Herrera-Flanigan stated that they are vetting an additional committee member to fill out the Nominating and Governance Committee.
24. Ms. Herrera-Flanigan explained that as new committees are formed, the charters must maintain consistency. She recommended reviewing charters at the next meeting after the Committee has time to review and make recommendations.

Financial Report

25. Reuben Jones presented the 2017 Year-End Financials to the Board.
26. A **motion** was made and seconded to accept the 2017 Financial Statement. The motion passed unanimously.

27. Mr. Jones explained the need to recognize depreciation within our budget. David Barnett explained further. Mr. Jones updated the Board on pledge payment receipt from the USOC and its National Governing Bodies, including the increase in funding from the USOC.
28. Ms. Novak expressed an interest in creating a Risk Advisory Committee or incorporating that function into a current committee charter.
29. A **motion** was made and seconded to approve the USCSS 2018 capital budget, totaling \$446,935 and approve modifying the USCSS 2018 budget, previously approved at the December 2017 meeting, to increase the spending budget by \$308,970 for 2018 Depreciation Expense. The motion passed unanimously.

Ad Hoc Communication Committee Report

30. Ms. Novak confirmed a general alignment of messaging among all communication avenues, including the solidification of the tagline.
31. Mr. Hill emphasized the importance of prevention in addition to response and resolution.
32. Ms. Novak presented the committee's recommendation to move toward establishing a standing Communications Committee and amending the bylaws to include such.
33. A **motion** was made and seconded to move the Ad Hoc Communications Committee to a standing committee and amend bylaws. The motion passed unanimously.
34. Ms. Pfohl mentioned that Ms. Ryther had previously been appointed as a temporary member of the Nominating and Governance Committee.
35. A **motion** was made and seconded to transition Ms. Ryther's temporary position on the committee to a permanent position. The motion passed unanimously.
36. Meeting adjourned for Strategic Planning at 1:30 p.m.

Reconvening of Meeting

37. The Board reconvened at 9:03 a.m. MST on Saturday, March 10, 2018.

Board Members Present

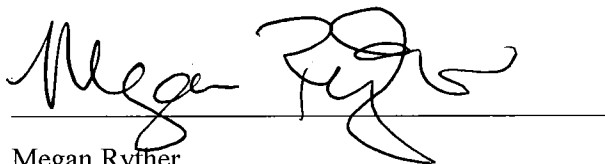
38. The following Board members were present on Saturday, March 10, 2018: Frank Marshall (Chair), Reuben Jones (Treasurer), Megan Ryther (Secretary), Julie Novak, Pat Harned, Regis Becker, and Connie Smotek.
39. Also in attendance for the meeting were Shellie Pfohl, Malia Arrington, and Allyson Anthony. Joe Zonies (Zonies Law LLC) and Daniel Hill (Hill Impact) attended part of the meeting.

Chief Operating Officer Report

40. Malia Arrington presented year one statistics as well as projected policy and procedural changes considering the new legislation.
41. Ms. Arrington pointed out the spike in reporting numbers beginning in October 2017 and again in February 2018.
42. Ms. Harned and Mr. Becker suggested researching third party reporting management software to allow a degree of dialogue with anonymous reporters through phone calls.
43. Ms. Arrington provided data for case statuses, authority, incident dates, case closure, classifications of responding parties, and reporting numbers by National Governing Body.
44. Ms. Harned mentioned considering climate surveys for further data collection regarding the scope of misconduct. Ms. Arrington stated that climate surveys are included in the 2018 work plan.
45. The Board discussed staff well-being and agreed that regular staff engagement and wellness measures are paramount.
46. Ms. Novak inquired about the parent toolkit timeline. Ms. Arrington noted completion is expected for April.

General Discussion

47. A **motion** was made and seconded to approve the resulting mission and vision statement per strategic planning. The motion passed unanimously.
48. Mr. Marshall recommended revisiting the contract with Hill Impact given the scope of work they have provided for USCSS.
49. A **motion** was made and seconded to appoint Pat Harned to the Audit committee and remove Megan Ryther. The motion passed unanimously.
50. The meeting adjourned at 12:34 p.m. MST on Saturday, March 10, 2018.



Megan Ryther
Secretary

Approved by USCSS Board on June 22, 2018