



USA Softball Board of Directors Meeting
USA Softball AEP Building, Oklahoma City, Oklahoma
April 20 – 21, 2018

MINUTES

1. **CALL TO ORDER**

President Gouveia called the meeting to order at 6:00 p.m.

2. **INVOCATION AND PLEDGE OF ALLEGIANCE**

E. T. Colvin, South Regional Vice-President, delivered the Invocation and Tyron McKinney, Elite Athlete Representative led the Pledge of Allegiance.

3. **ROLL CALL**

Board Members present were John Gouveia, Warren Jones, Rodney Cobb, Bev Wiley, John McPhail, Carlton Benton, E. T. Colvin, Drew Wells, Darrin Duistermars, Joe Patterson, Dick Gulmon, Bill Parks, Sam Ducato, Dave Devine, Valerie Arioto, Tyron McKinney and Michelle Moultrie.

Absent: Janie Reed

Guests present: John Falcone, Robert Thompson with Cheek & Falcone, PLLC, Phil Gutierrez, USA Softball of Southern California, Richard Merritt, USA Softball of Texas, and Ray Gutierrez, USA Softball of Oklahoma.

The Executive Director declared that a quorum had been established.

Staff: Craig Cress, Mark Loehrs, Steve Walker, John Miller, Chris Sebren, Codi Warren, Andrea McKee, Savannah Edwards, Rich Cress, Jay Hedrick and Shirley Adkins.

4. **AMENDMENTS TO AGENDA**

Craig Cress – Executive Session (2 items)

5. **REMARKS**

- A. President remarks
- B. Immediate Past President remarks
- C. President-Elect remarks
- D. Executive Director remarks

Staff introduced: Andrea McKee – Managing Director of Marketing, Alyssa Gardea – Event Coordinator, Andrew Brock – Assistant Sports Turf Manager

6. **LEGAL REVIEW (Executive Session)**

M/S/C - Motion to enter Executive Session to discuss legal items with John Falcone and Robert Thompson, Cheek & Falcone, PLLC, Outside Legal Counsel.

M/S/C - Motion to exit out of Executive Session

7. **COMMITTEE REPORTS**

A. **Finance Committee**

President Gouveia created the Finance Committee in October 2017. The individuals he appointed were Dick Gulmon, Valerie Arioto, and John Gouveia. This committee receives a monthly budget report from CFO Loehrs in order to head off any potential issues. He informed the Board there were no issues with the budget at this time.

B. **Long Range Planning Committee (LRPC)**

Craig Cress updated the Board on progress by the Long Range Planning Committee. The committee is presently working on two items: Succession Planning and a Learning Management System to provide training modules.

8. DEPARTMENT DIRECTORS' REPORTS

A. Operations – Steve Walker, Director

i. ACE & Background Check ID Cards – Removal of DOB

M/S/C – Motion to remove the complete date of birth and replace it with the month and year only.

ii. SafeSport Update, Documentation Requests and Audit

The report is provided for informational purposes only and no action is required from the Board.

iii. Communications Committee Website Suggestions

The Website Communications Committee reviewed the USA Softball national website. Darrin Duistermars, a member of the Communications Committee, spoke to the Board regarding their evaluation and suggestions for improvement to the national website. The Committee also recommended that the outside signage at our complex be updated to reflect the USA Softball brand.

iv. National Championship Branding & Logo Format

M/S/C – Motion to implement a standardized National Championship Logo with a customization option available to Tournament Hosts, effective for the 2019 season. Cost for customization to be determined.

v. Outdoor Signage Expense

M/S/C – Motion to approve the project for updating the outdoor signage from ASA to USA Softball at a cost of \$33,280.00 to be completed based on available funding.

Thanks to the generosity of the following USA Softball associations (Northern California, Southern California, Texas, Ohio, Dallas-Fort Worth, Nebraska, and Rhode Island) this project has been started.

vi. 2018 Approved Licensees, Clothing & Apparel, Trophies & Awards, Equipment

The report is provided for informational purposes only and no action is required by the Board.

vii. Virtual ID Card on RegisterUSA

M/S/C – Motion to accept the implementation of the optional Virtual ID Card through RegisterUSASoftball on a national level effective September 1, 2018.

Directive: Have the National Office provide a cost of including a plastic ID card with the Virtual ID Card if requested by the individual at the September Board Meeting.

viii. USOC Diversity and Inclusion Survey Information

The report is provided for informational purposes only and no action is required by the Board.

There were five associations that did not provide this information and they will be contacted.

ix. TrueSport (USADA) Educational Content for Website

The report is provided for informational purposes only and no action is required by the Board.

x. Team & Umpire Production Reports as of March 31, 2018

The report is provided for informational purposes only and no action is required by the Board.

B. Membership / Championships / USA HOF Complex – John Miller, Director

Multiple reports were provided for informational purposes only and no action is required from the Board.

Directive: Provide a list to the Board of Directors of the Hosts of the 2018 National Championship who had not returned their contracts.

Directive: Provide information on a Non-Player/Non-Coach/Non-Umpire membership option including benefits, fees and implementation.

C. Umpires – Kevin Ryan, Director

The report is provided for informational purposes only and no action is required from the Board.

D. National Teams – Chris Sebren, Director

The report is provided for informational purposes only and no action is required from the Board.

Tyron McKinney, Head Coach of the 2018 Junior Men's National Teams commented on the team games, schedule and fundraising for Junior Men's National Team.

Chris updated the board concerning potential locations for the 2019 USA Softball International Cup and that cities in the eastern portion of the United States are being researched.

E. Chief Financial Officer – Mark Loehrs, Director

The report is provided for informational purposes only and no action is required from the Board.

403(b) Plan Approval

M/S/C – Motion to approve the Adoption Agreement #001 Elective Deferrals Only 403(b) Non-Erisa Volume Submitter Plan which requires the signatures of the USA Softball Board of Directors and the Executive Director.

10. **OLD BUSINESS**

A. 2019/2020 Council Meeting RFP review of Bids

i. 2019 Annual Council Site Selection Bids

M/S/C – Motion to award the 2019 Council Meeting Bid to Sparks Nevada, to be held at the Nugget Casino, November 9-15, 2019 with a Room Rate of \$114.00.

ii. 2020 Annual Council Site Selection Bids

M/S/C – Motion to award the 2020 Council Meeting Bid to Shreveport Louisiana, to be held at the Hilton Shreveport Downtown Hotel, November 7-13, 2020 with a Room Rate of \$103.00.

B. Association and Commissioner Agreements

i. Local Association Membership Agreement 2018 and Commissioner Membership Agreement for 2018

M/S/C - Motion to approve the 2018 Local Association Membership Agreement and the 2018 Commissioner Membership Agreement which were recently updated with SafeSport requirements.

ii. Legacy Fund Endowment

DIRECTIVE: President Gouveia asked Chief Financial Officer Mark Loehrs to move forward to set up the Legacy Fund Endowment and prepare a report for the September Board Meeting.

11. **NEW BUSINESS**

Girls' 8-Under and Girls' Class C Fast Pitch Regional Championship Finals

M/S/C – Motion to allow Regional Championship Finals Host the option to purchase an Award package from a licensed vendor.

12. **ASSOCIATION AND CONTRACT REVIEW (Executive Session)**

M/S/C – Motion to enter into Executive Session

M/S/C – Motion to exit Executive Session with the following actions taken:

A. USA Softball of Kentucky 2017 Unpaid Invoices

M/S/C – Motion to dismiss the 2017 Kentucky debt.

B. USA Softball of Cincinnati Viability

M/S/C – Motion to retain Cincinnati as a viable association and schedule a conference call for Tuesday, July 31, 2018 for review.

C. USA Softball of New Hampshire Viability

M/S/C – Motion to retain New Hampshire as a viable association.

D. Commissioner Emeritus Matt Pfeiffer – Greater San Joaquin

M/S/C – Motion to approve Matt Pfeiffer as Commissioner Emeritus.

- E. Cheek & Falcone, PLLC
M/S/C – Motion to approve Cheek & Falcone, PLLC retainer increase of \$500 per month.

13. **BOARD and COUNCIL MEETING SCHEDULE**

A. Board Meeting Dates

- 2018 Fall Board Meeting: September 14 - 15, 2018 in Oklahoma City Oklahoma
- 2018 First Board Meeting at Council: October 28, 2018 in Oklahoma City Oklahoma
- 2018 Second Board Meeting at Council: November 2, 2018 in Oklahoma City Oklahoma
- 2019 Spring Board Meeting: May 3 - 4, 2019 in Oklahoma City Oklahoma
- 2019 Fall Board Meeting: TBD
- 2019 First Board Meeting at Council: November 10, 2019 in Sparks Nevada
- 2019 Second Board Meeting at Council: November 15, 2019 in Sparks Nevada

B. USA Softball Annual Council Meeting Dates

- 2018 Council Meeting Hotel: Renaissance Convention Center Hotel & Spa October 27 - November 2, 2018, Oklahoma City Oklahoma
- 2019 Council Meeting Hotel: Nugget Casino November 9 -15, 2019, Sparks Nevada
- 2020 Council Meeting Hotel: Hilton Shreveport Downtown November 7 - 13, 2020, Shreveport Louisiana

14. **ADJOURN**

Meeting adjourned at 5:00 p.m. on Saturday, April 21, 2018.