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**USA Softball Board of Directors Meeting
USA Softball AEP Building
Oklahoma City, Oklahoma
September 14 – 15, 2018**

MINUTES

1. CALL TO ORDER

President John Gouveia called the meeting to order.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Drew Wells delivered the Invocation and Rodney Cobb led the Pledge of Allegiance.

3. ROLL CALL

Board of Director (BOD) members present were John Gouveia, Warren Jones, Rodney Cobb, Bev Wiley, John McPhail, Carlton Benton, Drew Wells, Darrin Duisternars, Joe Patterson, Dick Gulmon, Bill Parks, Sam Ducato, Dave Devine, Valerie Arioto, Michelle Moultrie, Nick Mullins and Janie Reed.

Absent: ET Colvin

The Executive Director declared that a quorum had been established.

Guests present:

Friday Only - John Falcone with Cheek & Falcone, PLLC, AJ Morgan of RPS Bollinger Insurance,

Saturday Only - Jennifer Meckling, Director, and Joe Carter, Vice President, with the OKC Community Foundation, Don Addante, Chair of the USA Softball Legislation Committee, and Richard Merritt and Oscar Hairell, USA Softball of Texas staff.

Staff: Craig Cress, Mark Loehrs, John Miller, Chris Sebren, Savannah Edwards, Jay Hedrick, and Shirley Adkins were present both Friday and Saturday. Codi Warren, Andrea McKee, Rich Cress, and Kevin Ryan were present Saturday.

4. LEGAL/INSURANCE REVIEW (Executive Session)

M/S/C – Motion to enter Executive Session to discuss legal, mandatory reporting, insurance items, and new USA Softball Bylaws.

M/S/C – Motion to exit out of Executive Session and approve the new USA Softball Bylaws as presented to the USOC.

5. REMARKS

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

6. COMMITTEE REPORTS

Long Range Planning Committee

National Office staff has been working with Eppley Institute for Parks and Public Lands on Training Modules for local associations and members. Steve Wolter, Executive Director for Eppley, gave a videoconference presentation on the progress of these training modules and answered questions from BOD members. This was an informative report, which required no action by the BOD.

7. DEPARTMENT REPORTS

A. Operations (Communications, Marketing, IT)

i. Department Report – Craig Cress, Executive Director

Craig Cress informed the BOD that he is evaluating the needs of the Operations Department following the retirement of Steve Walker.

ii. Communications Report – Codi Warren, Managing Director

Codi Warren provided a written report on the Communications Department. The National Office staff discussed the price increase in the production of the Participant Manual and Scorebook and spoke with BOD members on the possibility of going digital with publications in the future. National Office staff also presented the BOD with a visual presentation of correct and incorrect logo uses that the National Office has come across.

Directive: President Gouveia requested that an email be sent out to the Council and registered members as a reminder of Branding and Licensing Guidelines and the opportunity for teams and leagues to use the Member logo.

This was an informative report, which required no action by the BOD.

iii. Marketing Report – Andrea McKee, Managing Director

Andrea McKee provided a written report on the Marketing Department, including details of the status of USA Softball's partnership with SportsEngine that will provide Local Association and League/Team website templates. The BOD was presented with mockups for what these templates will look like and National Office staff answered questions from BOD members. This was an informative report, which required no action by the BOD.

iv. IT Report – Savannah Edwards, Managing Director

Savannah Edwards provided a written report on the IT Department. She spoke on SafeSport's refresher course and updates to their module format. She also presented the BOD with a fee proposal for a new Virtual ID card that would be made available starting October 1, 2018.

M/S/C - Motion to approve the \$6.00 fee for Virtual ID card which is not inclusive of the cost of registration or insurance.

B. Chief Financial Officer – Mark Loehrs, Director

Endowment Fund Update

Jennifer Meckling, Director of Charitable Organization Endowment Program, and Joe Carter, Vice President, with the OKC Community Foundation, gave a presentation on endowment fund opportunities for the USA Softball National Team Programs. Mrs. Meckling and Mr. Carter explained how the endowment fund would be managed and developed as well as answered questions from BOD members.

M/S/C - Motion to approve \$200,000.00 from the reserves to start four separate endowment funds for the following National Team Programs: Women's National Team, Men's National Team, Junior Women's National Team, and Junior Men's National Team.

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

i. Membership

John Miller provided a written report with the current status of the State/Metro Associations and Commissioners, Procedural Manual Deadlines, BOD Directives and Regional/State/Metro Meetings. He discussed the status of the Commissioner openings in New York and Kansas along with the merging of Cincinnati and Dayton into USA Softball of Ohio starting in January 2019. This was an informative report, which required no action by the BOD.

ii. Championships

John Miller provided a written report on the 2018 National Championships, Tournament Repts, the 2019 GOLD National Championships location and the 2020 National Championship Bid Report. This was an informative report, which required no action by the BOD.

iii. Hall of Fame Complex

John Miller provided a written report on the latest updates with the USA Softball Hall of Fame Complex, renovations and staff. This was an informative report, which required no action by the BOD.

D. Umpires – Kevin Ryan, Director

Kevin Ryan provided a written report covering National Championships, WBSC events, 2018 WBSC certification camps and National Umpire Schools for the 2018 season and future opportunities for the umpire program. This was an informative report, which required no action by the BOD.

E. National Teams – Chris Sebren, Director

Chris Sebren provided a written report covering National Teams events and results from the 2018 season. He also provided a written report on the 2019 Head Coach selections for the Men's and Women's Pan American Games Teams by the National Team Selection Committees. Once approved by the BOD, these coaches would be nominated to the USOC to be the Head Coach at the 2019 Pan American Games.

M/S/C - Motion to approve Ken Eriksen and Gregg Leather as Head Coach of the 2019 Women's and Men's Pan American Games Teams, respectively.

F. Chief Financial Officer – Mark Loehrs

- i. Mark Loehrs presented current financial statements to the Board including the Balance Sheet and year-to-date budget information. The 2017 RSM independent audit was also presented and discussed.
- ii. The current employee pension plan was presented. Due to the corporate name change to USA Softball, Inc. it is necessary to update this plan document to reflect the new name.

M/S/C - Motion to approve the changing of the employee pension plan name to USA Softball, Inc.

G. Old Business

i. Official Licensees

President Gouveia spoke on confusion with Local Associations on who is a USA Softball licensed vendor to produce merchandise for National Championship Finals. Executive Director Cress recommended adding a requirement for vendor information in the tournament contract for National Championship Finals. National Office staff will look at these contracts to review the appropriate place to include that information. Mr. Cress also informed the BOD that the National Office is only going to permit licensed vendors to have booths at the Annual Meeting Tradeshow.

ii. Tournament Review Committee

President Gouveia appointed Warren Jones as Chair of the Committee and inquired about when the Committee would be meeting. John Miller informed the BOD that all bids for 2020 National Championships are in and the Committee will meet at a later date to review them.

H. New Business

i. SoftBOK

President Gouveia provided the BOD with a presentation on SoftBOK, an online coaching education platform developed by Darin Delgado from the Rocklin/Roseville and Great Sacramento area. The BOD discussed how USA Softball could use this platform as a benefit to member coaches.

Directive: President Gouveia will work with Mr. Delgado on giving an in-person presentation at the November 1-2 BOD Meeting during the Annual Meeting.

ii. Southern Territory Update

Carlton Benton and Dave Devine brought up the lack of Southern Territory Championships happening each year and a recent Southern Territory conference call where participants discussed ways to increase participation in those events. ET Colvin called in to elaborate on the discussions, noting that no plan had been set in place but they hope to have something in place to discuss and present at the Annual Meeting. Mr. Colvin, Mr. Devine and Mr. Benton will revisit this at the November 1-2 BOD Meeting once a plan has been put together.

iii. USA Fast Pitch National Invitational Championships

Carlton Benton discussed the creation of the 2019 USA Softball Fast Pitch National Invitational Championship and the anticipated tournament format. Mr. Benton answered questions from the BOD and President Gouveia addressed the BOD on the importance of changing the way we do things to get people playing USA Softball again and commended the event for looking at new tournament formats.

iv. BOD Meeting Dates

President Gouveia reminded the BOD of their next meeting dates. He addressed questions that had previously come up about beginning the BOD meeting on the evening of the General Council Closing Session. BOD members discussed the feasibility of planning for a Thursday evening BOD meeting at future Annual Meetings.

Directive: National Office staff will get a room secured for a Thursday, November 1 meeting. Should the Closing Session end early, the BOD will try to meet starting at 3 p.m. on November 1. If the Closing Session runs late, the BOD will meet starting at 7 p.m.

v. Regional Vice President Elections

Executive Director Craig Cress informed the BOD and those watching the live streaming of upcoming Regional Vice President Elections. An email was sent out to the Council regarding Regions 1, 3, 7, 8 and 9 openings.

I. Association and Personnel Review (Executive Session)

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

M/S/C – Motion to exit out of Executive Session with the following motions made:

- A. Approve Ronnie Isham to the position of Council Member Emeritus effective September 15, 2018.**
- B. Authorized Executive Director to enter into a contract extension with current background check provider Protect Youth Sports.**

Directive: Regional Vice Presidents are to reach out to Associations within their respective regions concerning outstanding balances due to the National Office.

Directive: National Office staff to look into continuing refining processes of handling registrations for Local Associations.

J. Next Meeting Dates

- i. 2018 USA Softball Annual Council Meeting – October 27-November 2, 2018
- ii. 2018 BOD Meetings – October 28 and November 1-2, 2018
- iii. 2019 Spring BOD Meeting – May 3-4, 2019
- iv. 2019 Fall BOD Meeting – September 20-21, 2019

K. Meeting Adjourned at 5:30 p.m. on Saturday, September 15, 2018.

