

Date of Board Meeting	August 9th 2023 Quarterly Meeting
Subject	05/17/2023 Board Meeting Minutes
Subject for	Review and approval
Presenter	Johnathan Atkeison
Brief Summary	Minutes from the 05/17/2023 Quarterly meeting
Recommendation	Review and approve
Financial implications	None
Appendices for Noting	None

1. Meeting Details

- a. Friday, May 17th, 2023. Virtual
- b. Participants
 - i. **Board Members:** Tom Cusack (Independent, Chair), Steve Argeris (Independent), Koma Gandy (Independent), Michael Garner (Independent), Denis Shanagher (IA), Victoria Folyan (IA), Jamie Burke (IA), Brett Thompson (IA), Bill Stevens (Youth and High School), Rick Humm (Senior Club), Michele Yarbrough (Departed at 12:15), Paul Keeler (College)
 - ii. **USAR National Office:** Ross Young, Johnathan Atkeison, Corey MacDonald
 - iii. **Observer:** Steve Tew, David Patterson

2. Welcome/Roll Call

3. Conflict of Interest

- a. Jamie Burke noted that given her role with the Women's 15s program, she would recuse herself from the high performance update.

4. Minutes

- a. Tom Cusack suggested that the Board review the meeting minutes included in the pre-read packet and electronically provide a vote on adoption by Sunday, May 21st.

5. Chair

- a. Tom Cusack opened the meeting by noting that Michele Yarbrough, current College Director, has stepped down from the Board and will be replaced by Paul Keeler on an interim basis until a permanent College Director is appointed.

- i. Michele Yarbrough noted her appreciate for the Board's work, and introduced new member Paul Keeler.
- b. Tom Cusack then introduced David Patterson of the USOPC, joining the call to provide the Board with a overview of USOPC compliance matters.
- c. Cusack then noted that World Rugby had recently presented an internal growth plan for the United States to their Executive Board and Council.
 - i. Steve Tew then provided the Board with additional feedback on the World Rugby processes and viewpoint.

6. CEO

- a. Ross Young provided the Board with an overview on the functions of the organization since the last quarterly meeting.
- b. Young outlined:
 - i. Progress on the USOPC and US Center for Safesport Audits
 - ii. World Rugby's current Regulation 9 review process
 - iii. Upcoming high performance matches
 - iv. USA Rugby's agreement with the City of Glendale.
 - v. High performance hiring processes
- c. The Board then engaged in a discussion of the topics Young covered.

7. Operations

- a. Johnathan Atkeison then provided the Board with an update on the operations of National Office in the second Quarter, and with an update on progress against 2023 KPIs.
 - i. Atkeison noted:
 - 1. USA Rugby has engaged Focus On the Field to provide first level customer service by both phone and email
 - 2. Hawk Sports Medical had been engaged to provide medical management services for USA Rugby, and that as part of their team long-time team physician Dr. Mark Sark would be assuming the role of Medical Director for USA Rugby.
 - 3. Shumaker, Loop and Kendrick have been engaged to provide USA Rugby with services related to US Center for Safesport policies, audits and case investigation.
 - ii. Atkeison then discussed the Q2 KPI tracking document previously circulated to the Board.
 - 1. Koma Gandy-Fischbein noted that she will be working in conjunction with Jamie McGregor to provide the communities and members with quarterly updates on improvements and changes to the RX system.

Finance

- b. Denis Shanagher provided the Board with an update on the financial position of USA Rugby at the close of the second quarter.

- i. Shanagher noted that the National office budget was tracking to plan with the Board approved budget. He further noted that while all high performance programs were tracking to budget, management must keep an eye on year-end cash position.

8. Community

a. Senior

- i. Rick Humm provided the Board with an update on the activities of the Senior Club Council (SCC), noting:
 - 1. Annual memberships are nearing 28,000 with the 15s National Championship upcoming on June 2nd-5th in St. Charles, Missouri.
 - 2. A new SCC website is being built.
 - 3. The SCC intends to open applications for an internal, SCC administered support role.

b. YHS

- i. Bill Stevens provided the Board with an update on the activities of the Youth and High School Council (YHS), noting:
 - 1. Membership has currently increased 15% year over year.
 - 2. Girls and Boys national championship events will be broadcast on The Rugby Networkd and will take place over the next two weeks.
 - 3. The Six Degrees coaching platform has launched.
 - 4. The relaunch of Rookie Rugby as a partnership between USAR and MLR is underway, with 465 kits out so far.
 - 5. YHS has hired a second employee, Sarah Dunbar in the role of Membership Coordinator.
 - 6. Madak has been engaged to redesign the YHS website, guide marketing strategy and increase marketing capability.
 - 7. For future projects, YHS are exploring a referee platform, an age verification system, and are looking to launch the third round of the new club creation grant program.

c. College

- i. Paul Keeler provided the Board with an update on the activities of the College Council, noting:
- ii. CRAA 15s and 7s championships were held on May in Houston. ACR championships will be held on the 20th.
 - 1. Keeler thanked Jamie Mcgregor and USAR staff for the support work at the recent championship event, and noted that the RX competition and event management trial was a success.
 - 2. Keeler also noted that according to initial reporting metrics, the D1A final of Cal vs Navy was the most watched event on TRN this year, with over five thousand attending in person over the course of the weekend event.

d. International Athlete

- i. Victoria Folayan provided Board with an update on the activities of the International Athlete (IA) Council, noting:

1. Team USA Athletes Advisory Council is working on a project to give the athlete voice directly to congress regarding their perspective on the performance of the how the USOPC.
 - a. The Team USA AAC is working on a letter of opposition to California 252.
2. Folayan then updated the Board on recent discussions with the 7s program resident athletes, and the 7s program staff.
3. Jamie Burke noted that Kate Zackary will be serving as the athlete's representative on the upcoming Tackle Height workgroup.

9. Committees

- a. DEI
 - i. Johnathan Atkeison updated the Board on a request from the committee to assist in publicizing a call for new members.
- b. Referee and Laws
 - i. Tom Cusack noted that with Michele Yarbrough's departure, the RLC would require a new Board appointed representative.
 1. Denis Shanager agreed to serve as the Board representative to the committee on an interim basis until a suitable replacement can be found.
 - ii. The Board approved the proposal for a Tackle Height review work group to move forward.
- c. Discipline and Grievance
 - i. Bill Stevens noted that the committee was in process of scheduling their next formal meeting, but with assistance from Jamie McGregor have set a process for reviewing background check appeals, and have formed a sub-committee for that purpose.

10. World Rugby

- a. Ross Young provided the Board with an update on the current status of discussions with World Rugby regarding the joint-venture concept of hosting the 2031 and 2033 World Cups, and the associated growth plan.
 - i. The Board then engaged in a discussion of strategic planning regarding the relationship with World Rugby and ongoing development efforts.

11. High Performance Review

- a. Ross Young provided the Board with an overview of high performance topics including:
 - i. Recruitment strategy for the Head of High Performance and Women's Director positions.
 - ii. Staffing plans for both 15s programs.
 - iii. A review of the recently completed Hawks program, and associated agreements with Major League Rugby.
 - iv. A review of the performance of both the Men's and Women's 7s programs.

12. Compliance

- a. David Patterson of the USOPC joined the call to provide the Board with guidance regarding topics of governance and USOPC compliance.
 - i. Patterson provided the Board with a framework for compliance projects to be completed in 2023, and further noted that it is now standard practice for similarly situated NGBs to employ a dedicated compliance director, as well as empaneling a Governance Committee.

13. AOB/Executive Session/Close

- a. The Board entered executive session at 4:01pm

14. Close

- a. The Board meeting closed at 4:45pm MTN.