

UNITED STATES CURLING ASSOCIATION

Directors Meeting
October 20-21, 2001
Doubletree Hotel O'Hare, Rosemont, Illinois

Minutes

Present

Albert Anderson
Geoff Broadhurst
Ann Brown
Diane Brown
Joni Cotten
Grayland Cousins
Bob Fenson
Pam Finch
Denis Fox
Leslie Frosch
Peggy Hatch
Dave Hill
Nicole Joraanstad
Suzanne Liapis
Warren Lowe
Richard Maskel
Lorrie Michael
Chris Moore
Lynette Munkberg
David Peck
Leland Rich
Peggy Rotton
Lisa Schoeneberg
Mark Swandby
Ann Swisshelm
Jane Thompson

Not present

Winnie Bloomquist
Don Barcome, Jr.
Amy Becher
Phil Draper
Phill Drobnick
Kari Erickson
Bill Forsythe
Jerome Larson
Jason Larway
Doris Lauf
Mike Liapis
Jack McNelly
Elgie Noble
Sharon O'Brien
Donna Purkey
Paul Pustovar
Rusty Rau

Chris Sjue
Greg Volk
Georgia West

Also present

David Garber, Executive Director
Bev Schroeder, Member Services Manager
Jenny McComb, Senior Administrative Assistant

Call to order. Hatch called the meeting to order at 3:10 pm. The board observed a moment of silence in memory of the victims of the September 11 tragedy and its aftermath.

1. Welcome, introductions, welcome & ratify new directors. Hatch noted that Rick Patzke was in Salt Lake City at the USOC Media Summit, and Ed Lukowich was at a competition in his role as Athlete Development Director.

Motion by Anderson, Fox second, that the board elect these new directors for terms ending April 30, 2002, as nominated by the USCA Athletes Advisory Council: Don Barcome, Jr., Kari Erickson, Jason Larway, Phill Drobnick. Approved.

2. Roll call. Moore recorded the names of those present.

3. Appoint parliamentarian. Hatch appointed Fox as meeting Parliamentarian.

4. Additions to printed agenda. There were no additions to the agenda.

5. Approve minutes of previous board meetings. Hatch asked for a motion to approve the minutes of the Semi-annual meeting held April 21-22, 2001, at the Chicago Curling Club. **Motion made and seconded. Approved.**

6. Approve actions of Executive Committee. **A motion was made and seconded to approve the actions taken at the regular Executive Committee meeting held June 9-10, 2001 at Chicago; and at three Special Meetings held in 2001 via conference call on June 5, September 6 and September 10). Approved.**

7. Correspondence, miscellaneous items.

a. Japan Curling Association Karuizawa competition. USCA invitation to the annual Karuizawa Curling Competition was received September 19, which was after the September 15 deadline. This was primarily due to mail delays after September 11 (the invitation was postmarked September 7), and an incorrect address. The JCA, with no reply from USCA by deadline, stated it had selected another team and was not able to accommodate the USCA women's team this year. Swisshelm will work with Patzke to communicate what happened on the web site. Hatch has corresponded with the Japan Curling Association to ensure they are aware of the USCA interest in this competition and to be sure the USCA is invited in future years, and to ask that future invitations be addressed to the USCA office.

b. Other letters. Hatch reviewed several letters. She will respond to a Trials athlete who expressed concern about the length of time it took the USCA to finalize the draw schedule, and a letter of condolence and support from the Royal Caledonian Curling Club, related to the events of September 11. Hatch will visit a club in November to discuss correspondence regarding concern with use of USCA funds.

c. Men's Scots Tour. Anderson reported briefly on plans for the Tour, which will be October 25 through November 19.

d. Arbitration process. Anderson summed up status of the September arbitration settlement approved by both USCA Executive Committee and Team Larway, which added Team Larway as 7th men's Trials team. Hatch thanked Anderson and Garber for their work on the arbitration process.

e. GNCC bid, 2006 WCC. USCA has sent a letter of support to the World Curling Federation to support the Grand National Curling Club of America in its bid to host the 2006 World Curling Championships, in

the Tsongas Arena in Lowell, Massachusetts.

8. Finance.

a. Budget. Anderson reported that the Finance Committee approved a breakeven USCA budget for fiscal year 2002.

b. Audit. The September USCA annual CPA audit will result in a good report for the USCA.

c. Potomac loan. The World Curling Federation will loan the USCA \$200,000, interest free for 10 years, with payments after the third year, to complete the financing of the new Potomac Curling Club facility. Since the USCA must guarantee the loan, considerable efforts have taken place to ensure financially sound collateral from the borrowers. Finance Committee chair Anderson, Treasurer Moore and VP Operations Finch advised the board that the collateral is sound and ample. Finch has prepared the appropriate legal paperwork (with pro-bono assistance from her law firm). Written WCF loan terms have been received. The Finance Committee supports the USCA obtaining a \$200,000 loan from the WCF to assist the Potomac Curling Club building project. Adequate collateral has been established as well as a personal guarantee. Risk to USCA is minimal, in view of the collateral, especially in the context of the magnitude of the benefit to curling in the U.S. **Motion by Anderson, Lowe second, that the USCA undertake a loan from World Curling Federation, and to subsequently loan a like amount to the Potomac Curling Club to assist them with the construction of a curling facility, and authorize the USCA President and USCA Treasurer to execute the loan documents.**

Discussion. Moore stated that the worst case scenario was that the collateral would be have to be liquidated and would then prove insufficient to retire the loan, however the latter was extremely unlikely.

The guarantee will not impact the USCA's line of credit or authority to enter into additional similar transactions to support future projects. **Approved with two opposed.**

9. Treasurer.

a. Final report, FY2001. The fiscal year 2001 surplus is \$22,920, versus \$35,000 budgeted, which Moore feels is not a significant difference in view of the nearly \$1,000,000 budget.

b. 2001-2002 budget presentation. Moore distributed financial reports. The budget for FY2002 will be breakeven. Joint Marketing Agreement revenues are "front-loaded," but will be allocated to spread them out more evenly over the 4.5-year term of the Agreement. **Motion by Lowe, Swisshelm second, to approve the budget. Approved.**

c. Dues item. The current USCA by-laws require that USCA member regions collect USCA dues for all their members. Discussion, no action at this time.

d. Dissemination of USCA financial records. In response to periodic requests for USCA financial information by USCA constituents, the board agreed with Moore's proposal that copies of USCA financial reports will be provided to USCA members, i.e., the states and regions, to be accompanied by a letter from the Treasurer, upon request.

e. USCA records retention policy. The Treasurer will work with the Executive Director to formulate a policy for records retention.

f. Mileage expense reimbursement. The Finance Committee has proposed a policy to use the IRS rate to reimburse staff and volunteers traveling on business on the USCA's behalf. Does not impact athlete travel to Nationals. A question was raised as to whether or not the IRS rate will be used for athlete travel under grants. Hatch requested the Finance Committee to review this question and report back with a clarification to the Board tomorrow. (see 17.c. below)

10. Legal/By-Laws

Proposed USCA By-law Amendments. Finch reported that no action can be taken on the amendments noticed to the board, because less than two-thirds of the board is in attendance. Amendments will be addressed at the April USCA board meeting. Finch briefly reviewed the amendments that have been sent to all directors. The amendments cover grievance procedures for both administrative and right-to-compete issues, and are designed in part to ensure USCA compliance with provisions of the USOC Constitution and the Amateur Sports Act.

Hatch reviewed discussion from Executive Committee concerning issue of U.S. Citizenship eligibility requirement for participation in USCA Men's and Women's National Championships, and the legal arguments on the issue, including treatment by the U.S. Amateur Sports Act, which appears to create a

“gray area” for interpreters. The USCA will seek legal guidance. Hatch will ask for a progress report on this issue at the April meeting.

11. **Nominating.** No report.

12. **Executive Director.** Garber reported that this has been an exceptional year for workload for several reasons: this is an Olympic season; there has been a five-month replacement process for the Member Services Manager; and there has been a time-consuming arbitration process. Garber introduced new Member Services Manager Bev Schroeder and Senior Administrative Assistant Jenny McComb. Other staff activity reports will be made as part of committee reports.

The board viewed a video tape of an upcoming NBC television broadcast in its “Olympic Gold” series featuring curling. The Olympic Gold segment was shot at The Ice Sheet in Ogden in September, during production of the “Curling Rocks” TV production, which is scheduled to air on Outdoor Life Network December 6 at 9:00p.m. Central Standard Time. Rick Patzke has coordinated both productions.

13. **Olympic Events**

a. Salt Lake Liaison final report. Lowe recounted his work over four years, including the many changes at the Salt Lake 2002 Organizing Committee and the World Curling Federation.

b. Olympic Trials event. Rich, Finch and Schoeneberg reported. **Motion by Finch, Lowe second, that USCA authorize the Trials agreement with SLOC, and that a USCA officer may execute the agreement on behalf of USCA. Approved, Swisshelm and Schoeneberg abstained.** Rich reported that the schedule for the Trials has been set, as published in the October, 2002 *U.S. Curling News*. Draw details including assignments of sheets, color and hammer are being finalized. Senior officials have been named, and the officiating lineup is being developed, by Trials Chief Umpire Bill Forsythe. Ice making arrangements are being handled by USCA Ice Technologist John Williamson. The USCA will rent a residence from December 1-February 28 for Trials and Olympic Games support staff, which is expected to reduce overall expenses. Munkberg is coordinating logistics. **Motion by Finch, Thompson second, that the lease agreement may be executed by a USCA officer.** Discussion. **Approved.**

c. SLOC update. Schoeneberg presented a program outlining what to expect at the Trials and at the Games. Swisshelm briefly discussed Olympic security.

d. Curling House for USCA to host during the Games. Hatch reported that the USCA had an opportunity to co-sponsor a “USA Curling” hospitality house for all nations, near the Olympic curling venue, during the Olympic Games. Since USOC International Relations Grants are not available to any sports this winter, the USCA has committed \$5,000, from private donors, to rent the Weber State University Alumni House during the Games in Ogden. Allan Lipman of the Northern Utah Sports group is the USCA partner. Hatch asked for further private contributions in order to reach the \$5,000 USCA guarantee.

e. Olympic Team Leader report. Garber reported that Olympic Team Leader Jack McNelly, Athlete Development Director Ed Lukowich and Assistant ADD Rodger Schmidt will attend the USOC Team Leadership Meeting in Salt Lake City October 22-25. At the meeting, the USOC presents detailed plans for the Games to Team Leaders and administrators for the winter Olympic sports.

14. Member Services.

a. Club Membership & Development. Broadhurst reported. He was pleased with the member services components in the October issue of the *U.S. Curling News*.

b. Olympic packet for member club promotional use. Schroeder presented the packet, which is designed to help clubs build and maintain membership by exploiting the publicity expected during the Olympic season. The packet should be mailed to clubs next week.

c. Member Marketing Seminars. Broadhurst reported that the member marketing seminars have been a great success for participating clubs. Next April or May, a seminar for six or more clubs will be scheduled. In addition, seminars for individual clubs will be set up in the east using John Bittner as facilitator. A midwest area facilitator will be trained. The Canadian Curling Association also has member marketing seminars. The CCA requires that ¾ of a club’s board attend their seminars. Bev Schroeder and Geoff Broadhurst will attend a CCA session in Regina in November. Broadhurst is

striving to produce an updated curling club management manual.

d. College Curling. Schroeder reported for Lauf. Last year 23 teams participated in college state and regional competitions. A record 22 teams competed at the nationals. Four of the planned six state or regional tournaments were held. Looking for six state events in 2002 season in Wisconsin, Minnesota, Grand National, North Dakota (2) and Great Lakes. USCA College Curling Nationals will be held March 15-17 in Madison, Wisconsin.

e. Youth Curling. Schroeder reported, her last report as Youth Curling Chair. Volunteers for the committee chairmanship are needed. Schroeder reviewed USCA youth programs. Junior playdown rebates are not available this season. Little Rock program is active. The Junior Merit Program manual is being updated. It is used extensively by several clubs. The summer camps at Cape Cod (32 participants) and Eau Claire (64) were very successful, with some new program approaches used, including tips taken from the Canadian "Amethyst" camp. The next camp is next week in Grafton, North Dakota, for beginners and with a separate advanced junior section. Ed Lukowich will be an instructor. Up to 28 curlers have registered, from the midwest.

f. Curling in the gym. This spring, Schroeder attended a national convention of physical education teachers held in Ohio. Curling in the gym has been extremely well received by teachers. Schroeder has invitations from physical education teachers to attend their state conventions in Indiana, Illinois and Montana. The challenge is to exploit the enthusiasm to create ongoing programs.

g. Training & Instruction. Broadhurst reported for Munkberg. There is a critical need in the USCA to develop more Level 1 and 2 instructors at the club level. There are not enough certified instructors at clubs to handle new recruits. There are 503 curlers on the USCA database of registered and certified instructors. The USCA will contact all on the list regarding current instruction activities and re-certification. Broadhurst will establish a budget for the necessary certification camps.

The meeting recessed at 6:20 p.m. and reconvened at 8:10 a.m. Sunday, with S. Liapis and Munkberg not present.

15. Championships. Vice President Cousins reported he will use his committee chairs, collectively, as the USCA Championship Standards Committee. Cousins has asked Patzke to add to the championship information now available on the USCA web site. Examples would include the annual Championship Rules booklet, draws, and the USCA calendar, using a numbered weekend system.

a. Awards. Joraanstad reported that championship awards should be received by early November. Olympic Trials awards are being ordered.

b. Drawmaster. Cousins reported that Donn Satrom has retired as USCA Drawmaster after several years of excellent service. Cousins has appointed Don Barcome, Jr., to replace Satrom. Cousins has asked Barcome to create a master drawbook for the USCA.

c. Drug Education. Rotton reported that the USCA Trials athletes are in the Out of Competition (OOC) testing pool administered by the U.S. Anti-Doping Agency (USADA). The USCA Drug Education Committee disseminates drug testing and banned substance information annually to playdown athletes, about 800 people. Hatch mentioned that the USCA office has been following up with athletes when they are not current in their quarterly reporting to USADA. Hatch is working with the Athlete's Advisory Council to minimize the office involvement in this follow-up activity.

d. Field of Play. Fox reported that the ice makers are prepared for ice making at the Trials. The USCA standard is known as "4x4"--24 second ice with four feet of curl. Cousins would like the USCA to obtain a set of world-class rocks for use in USCA national championships, the consistency of which should help maximize athletic performance.

e. Officiating. Swandby reported. An officiating clinic was conducted by Rotton at Curl Mesabi in early October. Donna Statzell will conduct a clinic at Kettle Moraine in December and Rotton will conduct a clinic in Ogden later this fall. The following persons have been appointed to officiate this season:

<i>Event</i>	<i>Head official</i>	<i>Assistant Head Officials</i>
Olympic Trials	Bill Forsythe	George Phillips, Norm Reinhart.
Men's/Women's Nationals	Bill Forsythe	Phil Januziak
Men's 2 nd Chance	Norm Reinhart	
Mixed Nationals	George Phillips	
Junior Nationals	Norm Reinhart	

Rich and Forsythe are working on assuring enough officials are present for the Olympic Trials. A notice

will be placed on the USCA web site.

Rotton expressed concern that no females had been appointed as head or assistant head officials at championship events this season. Swandby reviewed the selection process, which culminated in appointments by USCA Head Games Official Bill Forsythe.

f. USCA Ice Technologist selection. Maskel reviewed his committee's work to date. John Williamson will retire at the end of this season after over a decade of service. The position has been posted for some time. The committee has not identified a successor at this time. Maskel discussed pros and cons of several options, including: modify the current job description; have several people serve as USCA ice maker "by committee;" and paying for ice technologist services. Discussion. Maskel noted general agreement to acquire, if feasible, the SLOC rocks for use at the 2002 World Curling Championships.

g. Rules. Cousins reported on future rules clarifications and rules changes. The USCA should get out of the travel business for team travel to championships by providing a flat rate reimbursement for travel championships. He noted interest in changing the language for use of the "stick" to "let go at the tee line" (rather than at the hog line). He would like to add a clarification, in print, that USCA events be subject to the World Curling Federation practice policy. The USCA will clarify now that it will use the WCF policy requiring that hog line violations be "called and confirmed."

Cousins then proposed these rules changes:

1. Junior National Championships "fill" policy clarification. Always fill the field to a minimum of eight teams (for each gender), but not necessarily to 10 teams. To send a fill team, a state/region must have a minimum of three teams playing down. The Rules Committee will provide clarifying language. Motion by Cousins, Fenson second, to approve. Approved with one opposed.

2. Junior time outs. Eliminate the ability of coaches to call a time out; only the skip can call the time out, which begins when the coach arrives on the ice. Motion by Cousins, Fenson second, to approve. Extensive discussion. Motion by Anderson, Rich second, to table until April meeting. Approved.

3. Add coin toss language. Winner of the coin toss has choice of hammer or rocks, but not both. Motion by Rich, Rotton second, to approve. Approved.

Hatch noted the next board meeting will be held in Bismarck, during the World Curling Championships, with a schedule similar to the one used when the board met during USCA Nationals. A packet was distributed to directors. The USCA Breakfast will be held at the Heritage Center.

h. Site Selection. Rotton reported that the work of acquiring USCA championship sites, with several years' lead time, is challenging, and noted the work in process. **Motion by Rotton, Rich second, to approve USCA National Championship events for 2002: the Men's 2nd Chance at Waupaca, the Men's and Women's at Curl Mesabi, and the 2002 Juniors at Kettle Moraine. Approved. Motion by Rotton, A. Brown second, to approve the 2003 USCA Mixed National Championship site at Wausau, Wisconsin.** Discussion that Wausau has smaller than regulation circles. This is OK for Mixed, which does not lead to Worlds or Olympics. **Approved.**

16. Competitive Programs.

a. Elite Programs. Cousins had chaired the committee meeting for O'Brien. Thompson reported that USOC Podium funding had been reduced to \$150,000 plus about \$77,000 in carryover from 2001 to be used by 12-31-01. Thompson reported for Athlete Development Director Lukowich. She summarized the ADD's report detailing his extensive activities this fall and winter.

b. Athlete Funding. Frosch reported. Basic Grant application forms will be simplified. A policy will be developed for allocation of Elite Athlete Health Insurance, when USOC-paid EAHI allotments are available to USCA for use by non-Basic Grantees because they have not been "maxed" out by Basic Grantees.

c. Coaching. Rich reported that the committee is striving to expand the World Team Leader pool.

d. Sports Science. Maskel reported that the committee is looking into acquisition of USCA owned rocks for championship use as well as high-tech video tools.

e. World Team Preparation. A. Brown reported that athletes have completed the annual survey of the effectiveness of the world team prep service. Logistics should be simpler this season since Worlds are in the USA and Junior Worlds are in Canada. Joraanstad handles the job of arranging for World Team

Uniforms, which is time consuming and time sensitive.

17. Operations. VP Finch praised staff performance.

a. Legal & Bylaws. No report.

b. Human Resources. No report.

c. Finance. Anderson clarified that the new mileage reimbursement policy does not apply to championship travel but would apply to athlete grants.

d. Athlete/Curler Recognition. Maskel reported. **Motion by Finch, Fox second, that the USCA support the nomination of a person for the World Curling Freytag Award. Approved. The committee also nominates a person for the USCA Bruce Bennett Media Award.** The directors approved a ballot vote, to be taken with Hall of Fame vote, in the next few days. Maskel encouraged establishment of State/Region Halls of Fame, as both an interim step to the USCA Hall of Fame, and for recognition for curlers who may not meet the USCA Hall of Fame standard. **The Committee nominated two names for admission to the USCA Hall of Fame. Their biographical information will be sent to the board by the USCA office. A ballot vote is approved, with 2/3 votes required for admission.**

The USOC has requested "up to 20" nominees for volunteers, per member sport, for a United Nations "Year of the Volunteer" certificate. Hatch noted that only three weeks advance notice was provided by the USOC, and the deadline is October 31. Directors were asked for nominees and very short biographies. The Committee has tentative list of 20 people, which will be submitted to the Executive Committee for ratification.

e. ACF&M Liaison. S. Liapis noted that long-time Museum Curator John Roche is retiring.

18. Marketing.

a. PR/Media. VP Finch reported for Patzke, who has submitted a comprehensive report on his extensive activities in coordinating the program "Curling Rocks," produced by the CBC for broadcast December 6 on Outdoor Life Network, funded by a grant of \$100,000 from the World Curling Federation, and other Olympic-year media activities. Patzke also helps USCA Nationals host sites develop media marketing agreements with their local media. Finch commended Patzke's efforts.

b. Donation Development. Michael reported that plans are in place for this season's campaign.

c. Sponsor Development. Finch reported that sponsors had been solicited but that no new deals had been concluded.

d. NGB Internet Collaborative Agreement. Anderson reported that the AmericasTeams agreement has not yet been signed. The activation was delayed by the impact on the financial community of the September 11 events. It is possible that activation could occur in November. Activation would result in both additional USCA income and added member services capability.

19. Special Projects. Fenson reported that 2002 Senior World Championship team selection playoffs would be held February 1-3 at a midwest site to be determined, with one venue for men and women. Details forthcoming in the next issue of the *United States Curling News*.

20. USOC.

a. Hatch reported. USCA officials will meet with USOC Sports Partner Chris Vadala in Ogden during Trials, with discussions to include a USOC request to commence six-year planning.

b. World Wheelchair Championships. A. Brown reported that this inaugural WCF-sanctioned event will be held in February, 2002 in Switzerland. November 15 is the deadline for interested parties to notify the USCA office. Information will be posted on the USCA web site.

21. Athletes Advisory Council. Maskel reported. A major AAC goal is to require U.S. Citizenship eligibility for participation in the USCA Men's and Women's National Championships. The AAC wishes to raise the issue now, in preparation for a board vote in the spring, to take effect between 2003-2005, leaving time for debate and legal research. The AAC would like the USCA to obtain world class rocks for use at USCA National Championships. The purpose is to better prepare athletes for international play, by competing in conditions at Nationals that are more similar to those at World and Olympic events. Another AAC project is to establish a capability to utilize scouting reports and other competitive information. The AAC endorses the "4x4" ice conditions concept, and expansion of the

USCA coaching pool. The AAC endorses an expanded officials performance review process. The AAC favors confirmation of hog line violation calls prior to assessing penalties. The AAC proposes maintaining a fall schedule for Olympic team selection finals.

22. WCF. No formal report. Most news items have been covered elsewhere on the agenda. Rotton inquired about possibility of a World Mixed Championship. Fox stated he is not aware of any developments beyond informal discussions about a World Mixed or the addition of a Mixed competition on the Olympic Program.

23. USWCA. No report.

24. Open board action items.

a. Hatch asked for board comment on the current USCA Nominating Committee process regarding nomination of WCF representatives. Currently, nominating committee members must step aside if they are being considered for WCF positions. USCA By-laws direct that recent past presidents be on the nominating committee. These same people are very often candidates as WCF reps, since WCF reps are usually directors with longtime USCA board experience. Hatch proposed that a subset of the nominating committee be established to deal with nomination of WCF reps, to avoid conflicts of interest. Hatch asked Finch to research this subject. **Consensus is that Hatch appoint a sub-committee.**

b. **Motion by Finch, A. Brown second, to authorize Garber or any USCA officer to sign the “Curling Rocks” television agreement with Outdoor Life Network and the Canadian Broadcasting Corporation. Approved.**

25. Unfinished business. There was no unfinished business.

26. New business.

Strategic Plan. Hatch made a presentation reviewing the development of the USCA Strategic Plan, and led a discussion regarding the Format Task Force concern with USCA strategic goals for its national championships and the relationship between Format and USCA Priority Issues. The discussion included member relations and communications. **The board asked Hatch to incorporate the Format Task Force proposals into the Strategic Plan.**

27. Meeting adjourned at 11:55pm.

Respectfully submitted,
David Garber
Recording Secretary

Reviewed and Authorized,
R. Chris Moore, Secretary