

Agenda

Special Meeting of the USA Fencing Board of Directors

February 15, 2016 in Cleveland, OH 7:30 PM ET
Cleveland Convention Center Halls 4& 5, Room 13
1-877-885-3221 Passcode: 6869204

I. General Information and Organizational Items

General Announcements

Remarks – Donald Anthony, President

II. Consent Agenda Items (Mr. Anthony)

1. To approve the minutes of the November 30, 2015 meeting.
2. To approve the financial reports for November and December 2015.
3. To accept the committee, task force and resource team reports. (**Appendices A-N**)

III. Audit Report (Diana Hoadley and BiggsKofford)

IV. Executive Director's Report (Kris Ekeren)

V. Finance Update (Sam Cheris)

VI. 2016-17 Budget Presentation (Sam Cheris)

Motion: (Mr. Cheris) To approve the 2016-17 budget.

VII. Rio Update

VIII. Legal Update (Jim Neale)

IX. Old Business

Motion: (Mr. Alperstein) TO AMEND ARTICLE XII OF THE USFA BYLAWS pursuant to Article XIV, Section 2, by the adoption of a new Section 8, as follows, and to renumber existing Article XII, Sections 8, 9 and 10 as Sections 9, 10 and 11, respectively:

Section 8. **Ethics Committee.** The Ethics Committee is a Standing Committee.

a. Purpose. The Ethics Committee shall promote and help sustain a culture of ethical conduct throughout the USFA. The Ethics Committee shall review all USFA codes of conduct, conflict of interest regulations and disclosures, and other policies and reports addressing prescribed and recommended standards of behavior of USFA members, contractors and employees. The Ethics

Committee may recommend to the appropriate promulgating authority proposals for adoption, revision and improvement of codes and policies concerning ethical conduct of persons associated with the USFA. The Ethics Committee shall prescribe standards and forms for the disclosure of actual, apparent and potential conflicts of interest, and shall not less frequently than annually review such disclosures and make a report thereof to the Board of Directors. The Ethics Committee shall address inquiries regarding the applicability, compliance or non-compliance with promulgated ethical standards, shall review complaints alleging ethical violations that are referred to it by the National Office or Board of Directors or undertaken on its own initiative, and shall refer to the Board of Directors any recommendations for commencement of disciplinary proceedings that the Ethics Committee deems appropriate.

b. Composition. The Ethics Committee shall consist of five members, four of whom shall be chosen by the Board of Directors, plus an athlete. Of the members chosen by the Board,; at least one shall be an individual who meets the criteria for Independent Directors; and at least one shall be a member of the Legal Resources Group. The athlete member shall be selected by athletes as elsewhere provided in these Bylaws. The Board of Directors shall select the Chair of the Ethics Committee. Each member of the Ethics Committee, however chosen, shall serve a term of one year commencing with adjournment of the Annual Meeting of the Board of Directors, but shall continue to serve until his or her successor has been elected and qualified. If there is a vacancy on the Ethics Committee, the body that selected the member who is no longer serving shall select a successor who qualifies for and meets the requirements of the vacant position.

X. New Business

Motion: (Mr. Cheris) To adopt the USA Fencing Board of Directors Expense Policy as distributed to the board. **(Appendix O)**

Motion: (Mr. Cheris) To amend the Financial Policies and Procedures Manual section 1.3d as follows:

1.3d Rebate of Share of Dues to Divisions/Sections

Rebate checks will only be issued to those Divisions and Sections that have filed the required financial reports, (from the Division/Section Treasurer) and Division/Section reports indicating current officers. **Checks will be issued semi-annually.**

Rebates will not be paid and amounts reserved for that purpose will be returned to USA Fencing's general funds if reports are not received **during the current membership year.**

Rationale: The change in policy will encourage divisions to submit their reports in a timely fashion as it is important that we receive their annual reports. In addition, the accounting for the rebates becomes more efficient.

Motion: (Mr. Anthony) To form a committee that is composed of previous Team Captains that serves to mentor and support new cadre and prospective cadre. I am suggesting the name "Olympic Team Captain's Emeritus Committee". The members would include Jeff Bukantz (Olympic captain 2004 & 2008), Francisco Martin (Olympic Captain 2012), and Carl Borack (Olympic Captain 1988, '92, '96, 2000)

Rationale: In cases where we have a new captain, this would enable them to reach out to the committee members for advice. Likewise, the members might choose to share ideas and perspectives with new team leaders. There is a tremendous amount of knowledge and experience with these individuals that would be useful and insightful.

- XI. Good and Welfare**
- XII. Recess to Executive Session**
- X. Executive Session**
- XI. Adjournment**

Appendix A

USA Fencing Nominating Committee

Final Report

January 13, 2016

1. The Nominating Committee nominates the following persons for the offices and director positions designated, believing that each possesses experience and knowledge pertinent to the purposes, interests and needs of USA Fencing.

Parties for each position are listed in alphabetical order

Position - President (one to be elected)

Don (Donald) Anthony

Position - Treasurer (one to be elected)

David Arias

Position - Director At Large (one to be elected)

Michael Aufrichtig
Lorrie Marcil-Holmes

2. As a result of the high quality of the parties that submitted applications to the Committee but who were not nominated this time, the Committee believes that USA Fencing would be best served by using those applications as a base for a pool of volunteers that may be available to: serve on committees or commissions; gain broader experience in the workings of USA Fencing; or who can be mentored; so as to be ready to fill officer or board positions in the future.

Respectfully submitted,

Nominating Committee Members

Jimmy Moody (Chair), Diana Hoadley, Dan Kellner, Lew Siegel, Tom Tishman

Appendix B

USA Fencing Election Committee

Meeting Minutes – Wednesday, January 20, 2016

Members Present: Donald Alperstein, Dan Berke (Chair), Michael McTigue, Nicole Ross

Staff Liaison: Kris Ekeren

Guests: Grant Jones

- Kris welcomed members and noted the challenge in finding a date that worked for all committee members. She noted that committee member Lauren Wunderlich is currently traveling for competition.
- Election of Chair – as indicated in the bylaws, the group elected a chairperson. Donald Alperstein nominated Dan Berke, Michael McTigue seconded the motion. A vote was taken and Dan was elected chair.
- Petition Process
 - Dan updated the petition documents and circulated for the group to review. There were no additional changes.
 - Kris will work with National Office staff to develop an announcement for the committee to review. In addition, we will post the petitions on the website within the next few days.
 - The group asked that the requirement of hard copy petitions (no electronic submissions) before April 1 be emphasized on the website to eliminate any potential confusion.
 - The group discussed the requirements to be an officer, and agreed that the chair would contact an individual who had previously been given incorrect information in this regard to correct the error.
 - Once the February 1 voter eligibility deadline occurs, the National Office will inform the committee of the number of eligible voters. The number of signatures needed to satisfy the 2% of eligible voters requirement for President and Treasurer will be posted on the USA Fencing website.
- Use of Electronic Voting Company
 - The group discussed and agreed that it would be best to utilize VoteNet for the upcoming election. Kris will coordinate the contract and asked that the group consider setting the dates for the election at the next meeting.
 - It was also suggested that we explore other voting service providers in the next quad.
- Dan will set the next meeting for early March.

Update following the Meeting:

The office submitted a proposed announcement of the election and petition process, as noted above, and circulated it for comments by the Committee members. Comments were received and circulated by email, resulting in the publication on USA Fencing's website of an approved announcement.

Appendix C

Tournament Committee Report

The tournament committee is currently active in the following areas:

Athlete Handbook Review

The Athlete Handbook editorial members have begun reviewing the 2016-2017 handbook. The tournament committee chair represents the committee's interests with the editorial group. The follow items are being discussed for the handbook based on feedback received by the committee:

- Clarifying language on the age roll-offs for the RJCC lists as they relate to event qualification
- Clarifying when the qualifier list is considered finalized for ROC point lists
- Allowing foreign fencers to declare a division/club affiliation to minimize conflicts in pools
- Clarifying the seeding principles for ROCs
- Inserting language that information used for seeding is considered finalized at the close of registration
- Continued discussion regarding the use of the repechage format in Division I epee events

Bout Committee Staffing

Bout committee hiring for the 2016 National Championships/July Challenge will begin in late February. While no trainees are used during this tournament, any person who is interested in working bout committee at national level tournaments and who has Fencing Time experience at the regional level can contact tc@usfencing.org for more information for the 2016-2017 season.

NAC Addition

The committee was asked to consider adding an additional NAC in August/September. Through discussion with the national office, club owners, athletes and committee members, this initial proposal was tabled. The committee is discussing the possibility of a May NAC at this time, along with a possible national high school championship tournament, and is currently developing a feasibility and viability survey to be sent to a sample of the membership. Additionally, the Canadian Fencing Federation is pursuing a CAN-AM circuit event in May 2017 and has asked for event support. The committee is working with the national office staff regarding this tournament.

Additional Action Items for the 2015-2016 Season

- Analyze actual Junior Olympics and Summer National/July Challenge registration numbers in comparison with the projections created when modeling the expansion of the competitive fields put forward this season
- Publish bout committee training guides currently in development. Team event training guides were used during the January NAC and are now being finalized for publication
- Review regional tournament bids along with the YDC after the March submission deadline

Respectfully submitted,
Brandon Rochelle
Chair, Tournament Committee

Appendix D

Youth Development Committee Report

The YDC is continuing to work on creating strong opportunities for youth fencers at various levels of development and increasing communication and support for coaches and parents.

1. The upcoming 2016-2017 season will mark the second year of the two-year bid request. Of the 18 SYC bid submissions for 2015-2016, 11 Organizers requested a two-year bid and 6 Organizers were awarded two-year approval.

The SYC/RYC/RJCC tournament surveys are coming in and are being reviewed.

The YDC will be examining the results and degree of interest from the RJCCs in addition to any impact on participation at other levels of fencing.

Overview of 2015-2016 Bids Awarded

SYCs:

A grand total of 14 SYCs were awarded for the 2015-2016 season with 6 RCCs and 1 International Cadet level events attached. With the exception of Region 1, all Regions were awarded at least 2 SYCs. Region 4 was awarded 3 and Region 3 was awarded 4 SYCs.

RYCs:

A grand total of 57 RYCs were awarded for the 2015-2016 season with 3 RYCs attached to RJC, 3 RYCs attached to RCCs, and 1 RYC attached to a ROC.

RJCCs:

The grand total of tournaments that were RJCC, RJC, or RCC was 37.

23 RJCCs were awarded with 5 attached to ROCs.

2 RJC were awarded and attached to ROCs and 3 RJC were awarded and attached to RYCs.

6 RCCs were awarded and attached to SYCs and 3 RCCs were awarded and attached to RYCs.

2. The YDC received notice of two Black Card instances.
 - Nov 29, 2015 from the San Jose/The Fencing Center RYC.
 - Nov 28, 2015 from the Cobra SYC.
3. The YDC effectively dealt with an organizer who deviated from the awarded SYC bid contract due to extenuating circumstances. The issue was resolved in a positive manner that was to the benefit of the youth fencing community.

Currently the YDC is exploring measures and procedures to enforce compliance of the Bid requirements as stated in the SYC Guidelines, the Tournament Organizer Requirement and Bid Overview Packet and/or the online bid.

4. The YDC would like to thank and acknowledge Jennie Salmon's many contributions to the improvement of youth fencing. She has been a hard working and dedicated advocate. Her commitment and vision will have a lasting impact on the future of youth developmental fencing. Many of USA Fencing's current high performance achievements in Cadet, Junior, and Senior can be trace back to Jennie Salmon's influence on USA Fencing youth development programs.

Respectfully,
Kirsten Crouse
Chair, YDC
Jan 2016

Appendix E

Veteran Committee Meeting – January 20, 2016 – 6:30 PM (MST)

Attendees: Philippe Bennett (Chair), Jim Adams, Vic Bianchini, Paul Levy, Jude Offerle, Rita Comes (Ex- Oficio), Jen Gallagher

Not in Attendance: Bill Becker, Rinaldo Campana, Jim Neale, Drew Ridge, Ann Marsh Senic

1. Athlete Handbook – Veteran World Team Selection Tie Break Procedure

- Jude, Philippe, and Jen outlined the proposed language that was in discussion prior to the Baltimore NAC
 - Recap – Philippe wanted to include language that left room for more than three qualifications to be counted by changing event to event(s). Jude and others disagreed and stated that the language should be clear for three events at this time, until/if more events are added to the schedule.
- Vic – Sent an attachment in preparation for the meeting outlining a new proposal. The current tie break system prejudices fencers that attend all three qualification event – two are counted toward the points, but a third is used for tie break. Veteran fencers have many circumstances that may prohibit their attendance at all three – economic limitations, life responsibilities, health conflicts, etc. Would prefer a system that only counts two and uses other factors for tie break.
 - Philippe – This has been discussed before. Agrees that the components are conflicting, but it doesn't obligate the fencer to attend. This would only be of benefit to those that know a tie break situation is possible. Respect Vic's proposal, but the majority of the committee seems to want to stay with the current system.
 - Jude – Traditions doesn't always mean that things need to continue; however if the committee wants to change the qualification procedure, this needs to be a discussion with a wider group.
 - Vic – There are parallels in other sports where there is one "throw away" event for athletes that have an off-day. USA should choose the best fencers for the World Team based on indicators, rather than fence offs. There should be away that the third tournament doesn't count at all.
 - Philippe – Believe that this is a good suggestion, but this is not the time for that. A change of this nature should be done at the beginning of the season with input from the wider Vet community.
- Philippe – Return to the discussion of the current tie break procedure. For the purposes of this year, we can keep the language as specifying only three events; there is no need to deal with the possibility of there being more events for right now. The topic can be revisited if more events are added to the qualification schedule.
 - Vic – Good with putting off the discussion of qualification until the beginning of the season. Only counting two events would be fairer and would help to truly send the strongest team to Worlds.
 - Paul – The Vet Committee is simply the advisory committee to the Board. So far, there has not been the ability to do something with the wider Vet community, such as a vote. Things are mostly done by listening, caucusing, and making the best recommendation.
 - Philippe – Technology helps – there may be new opportunities. The question then becomes what is done with the vote? Is it binding? Will there be participation? Is it weighted by the number of participants?
 - **Decision** – we will go with Jude's proposed language for the tie break procedure.
 - Jude will send the language out, and all will confirm.

2. Veteran Worlds – Team captain, Weapons captains, Team event selection

- Jude – There is a need to codify the individuals that will be selected for the Team Event.
 - Best individual finisher is selected for the team, with the athlete with the second best finish as the substitute
 - Should also address what should happen if either the athletes for best or second best are tied (ex: both come in 3rd)

- Rita – The team selection rules are based on what has been established by the FIE, should we just reference the FIE?
 - Philippe – We should make a statement with reference to the FIE rules
 - Rita – These are subject to change based on the FIE Rules Committee, but information has yet to be received from the most recent FIE Congress
 - Vic – Is there a fencing captain that decides the fencers?
 - Jim – Who has the authority to make the decision? In Limoges, went to all of the teams and asked who they wanted to be their team [weapon] captain. Need to have a captain as decided by the team.
 - Philippe – Positions for the Team event should be offered first, to the best finisher, then to the second, third, and fourth finishers in that order. This should be handled by the weapon captains, as named by the fencers on that squad. If there is no weapon captain, the overall team captain will decide. We haven't yet been confronted with the problem of a team captain.
 - Jim – Fencers must decide their captains.
 - Philippe – If there is no agreement, the team captain selects the weapon captain.
 - Vic – The team ought to choose their own captain, not the overall captain; but in case of disagreement, the overall captain will choose.

3. Athlete Handbook – Points for fencers that move to a new age group

- Jen – page 48, the current language only specifies how points should be calculated for the first event as a fencer in a new age category. If strictly read, this could be interpreted as the way that points are awarded for the full first season. In the 2013 – 2014 and 2014 – 2015 seasons (the two since the language was introduced), points have been calculated on a rolling basis, as it is for all established fencers in the age group.
 - Should we formalize this in the policy? Are there any other factors that should be included (ex: the first event in the new age category must count into the points calculation, or can you continue to use your two best results, even if both were earned in the previous age category?)
- Jude – Rolling points makes sense, no need to count the first event in the new age group. Keep is as standard rolling points.
- Philippe – We could consider give all fencers that age up a clean slate, but it would throw off seeding
- **Decision** – Current language stays as is for seeding purposes for the first tournament, but beyond the first tournament, points will be awarded based on rolling points.

4. Summer Nationals Schedule

- Jen – The Summer Nationals schedule was attached to the meeting invitation. Want to highlight that the scheduling of the Vet event has been changed from previous years – the weapons will be split into different days with some age groups competing on one day and the remaining age groups on a second day. The schedulers did the best job possible to condense the schedule, but this is the best that could be done.
 - Thank you for the heads up
 - This will interfere with some fencers using each other to warm up.
 - The placement within the first five days of competition helps to ensure that the Vets get good referees.
 - The most important factor is that they get good directors.

5. Additional questions/business

- Paul – Are there any updates on the inclusion of V80 in Worlds?
 - Rita – There is nothing new yet
 - Jude – People in Limoges were very supportive
 - Rita – The FIE has approved the idea, but it is dependent on the Organizing Committee's approval.
 - Vic – Is there anything that we can do to start it and support it domestically?
 - Paul – There are currently only 2! Paul and Marcel.

End of call – 7:55 PM

Appendix F

Equipment and Technology Committee

Since the beginning of the 2015-2016 Fencing Season the Equipment Technology Committee has held regular conference calls and the use of an email group to discuss and resolve issues related to the safe and fair operation of USFA sanctioned fencing tournaments.

These issues have included:

- * The development of a list serve for all armorers, and one for recognized head technicians.
- * An email account was created to allow for membership to contact the ETC directly regarding concerns or questions.
- * An announcement of specific equipment information or changes for the season was made to the membership at the beginning of the season via Email Blast and an announcement on Fencing.net.
- *Update to Athlete Package wording relating to Weapon Control has been submitted.

We continue to discuss the processes and procedures related to these items:

- * Standardization of additions or removals to the Armorer Hire List.
- * Standardization for testing/approval of shims or weights for use at National USFA events.
- * Acceptable glove standards for repairs to holes or tears.

Proposals and Recommendations that have been made to the board:

- *Purchase of additional anti fatigue mats for use behind the armory table.
- *Creation of new armory sign with updated language and logo.
- *Purchase of new crates for 2m wide strips.

Appendix G

USA Fencing International Relations Committee

Meeting Minutes – December 8, 2015

Members Present: Stacey Johnson (Chair), Don Anthony, Carl Borack, Sam Cheris, Rita Comes, Iana Dakova, Doug Findlay, Ann Marsh-Senic, Sunil Sabharwal

Staff Liaisons: Kris Ekeren, Kate Reisinger

- Stacey asked for comments on the October minutes; the group had no comments or changes.

- Prior to the call, Sam provided comments on the Chief of Mission job description that Stacey incorporated into the final document. Carl provided additional information that will be included in the minutes. Stacey asked for approval on the Chief of Mission job description and the group approved the document without further changes.

- **FIE Congress Update**
 - Sam gave an update on statutes that were passed.
 - The Conflict of Interest and Ethics items were approved that included good governance recommendations.
 - Junior Team entry fees were approved.
 - Non-combativity proposal was moved to February
 - Stacey gave an update on the Women & Fencing Council proposal to increase women's participation in governance from 20% to 30%
 - 122 voting countries; 82 were needed to carry the vote with 2/3rds majority
 - The proposal was split into 3 motions:
 - Executive Committee 84 in favor – it passed
 - Commissions – 77/34/1 - failed
 - Councils -75/29/3
 - Better result than the Congress in Rome; however, the impact could have been greater if Councils and Commissions passed
 - Carl feels that it would have passed if the proposal was not divided
 - Stacey feels that it will pass in the next quad, Sam stressed the importance of getting women to apply for all the positions in the coming new quadrennial.
 - Don gave an update
 - Significant opposition to women participating on commissions and councils primarily based on men's perceptions that women aren't qualified.
 - Don keep up the good fight as he firmly believes that there are qualified women for the commissions and councils.

The following sites were approved during action taken at the Congress:

 - 2017 Jr. World Championships – Plovdiv
 - 2018 World Championships – Wuxi, China
 - 2018 Veteran World Championships – Livorno, Italy
 - Iana voiced concern about the foil rule that was passed despite the fact that Executive Committee and the study groups were not in favor. Don feels that it is important to have an unbiased test group. Stacey asked that Don follow up on next steps.
 - Iana felt that the U.S. is well positioned in the international community.

- The group discussed the subcommittee assignments.
 - Goal 1: Build influence in the FIE and in the international fencing community

- Sam Cheris (Lead/Convener)
 - Stacey Johnson
 - Soren Thompson
 - Goal 2: Provide guidance and recommendations on hosting international events
 - Rita Comes
 - Iana Dakova (Lead/Convener)
 - Anne Marsh-Senic
 - Goal 3: Develop and recommend leaders for the FIE and other international roles
 - Stacey Johnson (Lead/Convener)
 - Sunil Sabharwal
 - Soren Thompson
 - Stacey stated that it was appropriate to ask others outside of the IR committee to participate if the subcommittees desired.
 - Planning document – compile and get back to Stacey to compile into the Strategic Plan
- **Upcoming Committee Meetings**
 - January 13, 2016 3:00 pm
 - February 3, 2016 2:00 pm
 - March 1, 2016 2:00 pm
 - April 4, 2016 2:00 pm
 - **Friday, December 11, 2015 at 3 pm ET** - Meeting for those who will be in attendance at the Boston Grand Prix
 - Stacey asked that the group report back after meeting.
 - Agenda will include brainstorming on the three goals and early discussion on candidates for commissions and councils.
 - Stacey to reach out to Kris to discuss leadership development and opportunities to develop a training program for USA Fencing
 - Different levels of opportunities
 - Don expanded on priorities for next quad
 - Prepared for the new rules
 - Positioning leadership and working towards elections
 - How we can best contribute to the sport of fencing

IR Committee Meeting – December 11, 2015

Present: Don, Sunil, Iana, Sam, Ann

Not able to form subcommittees due to many members not present.

Spoke about Objective #2 0 Guidance and Recommendations on hosting international events.

Goal to make our international events 1. Effective, 2. Efficient, 3. Money Making

Suggestion to set up bid packets and allow local organizers in cities to bid on hosting world cup – though is that events would stay in the same city for several years

Don informed that the FIE already designated USA for the following events starting in 2016-2017: WS World Cup in February (possible conflicts with Junior Olympics and collegiate events noted), Foil Grand Prix (women and men) in March

Suggestion to consider how to eventually work in Epee – Junior or Satellite event first?

Thoughts provided by various committee members on how to improve events:

Hospitality packets/teaching materials for people new to fencing – how to watch fencing – we used to have this out – trifold explanatory handout

Consider inviting school kids/church groups – Women's sabre – first day would be a Friday – ways to fill stands

Involve local clubs further

Further discussion by Sunil tying in LA 2024 Bid – Consider LA for World Cup events – Sunil with contacts in LA 2024 feels could help raise funds for WC in LA.

USA Fencing International Relations Committee

Meeting Minutes – January 13, 2016

Members Present: Stacey Johnson (Chair), Don Anthony, Sam Cheris, Rita Comes, Ann Marsh-Senic, Soren Thompson

Staff Liaisons: Kris Ekeren, Kate Reisinger

- Stacey asked for comments on the December meeting minutes; the group had no comments or changes. Stacey stated that in the future she has asked staff to get the minutes to her within a week after the meeting.
- Stacey asked for comments on the Boston group meeting minutes; the group had no comments or changes. Don commented that he felt that the time the group spent meeting in-person was very valuable and additional in-person meetings should occur when possible.
- **Review of Subcommittee - Goal 1: Build influence in the FIE and in the international fencing community**
 - Sam provided some initial comments on the goal and selecting individuals to run for commission and council positions:
 - Not easy spots to fill – individuals need to be electable and have ability to build influence.
 - Skill set – possess an area of expertise, helpful to be fluent in other languages, natural ability to cultivate relationships.
 - Relationships have to be developed and nurtured; individuals need to be thinking about who will be the next person to fill their role after they finish.
 - Potential candidates from those who have been team leaders, managers, elite athletes, referees and other roles that have participated in the international community on some level.
 - In general, we need to secure representation on Rules and Medical and plan for retirement in other areas.
 - Stacey pointed out that a measureable could be for each individual to identify the next person to fill their spot; individuals who run for positions must have a succession plan.
 - Sam talked about focusing on the timeline 2016-2020.
 - Sam doesn't think that you can only build influence within the FIE with domestic international events. Don commented that he agreed with the exception of the Com Ex and that hosting international events is important for Com Ex members at this time.
 - The group briefly discussed some potential candidates.
 - Don encouraged the group to come up with a potential slate for the next quad by February even though the next President will be involved with the discussion.
- **Review of Subcommittee – Goal 2: Provide guidance and recommendations on hosting international events**
 - Soren took the lead on discussing international events and provided some initial thoughts.
 - Soren felt that we should look into hosting a satellite event and there are many advantages, particularly for weapons that we currently do not host an international event (epee). In particular, he suggested branding existing events as satellite events.
 - Sam gave some historical background on satellite events and provided additional information from the FIE website.
 - Stacey asked Kate/Kris to look into the feasibility of hosting satellite events and report back to the group at the next meeting. If it is possible we should look at existing events and then work with organizers to brand them as satellite events.
- **Review of Subcommittee – Goal 3: Develop and recommend leaders for the FIE and other international roles**
 - Sunil felt that it was important to solicit the entire membership for interest in FIE positions; Stacey felt that was perhaps too broad. Carl in an email exchange had suggested that as well.
 - Sam pointed out the importance of having individuals who have served in an FIE role previously or have competed or been on teams internationally was important.

- Rita stated that she felt more information should be available to the general membership about the roles within the international community to begin cultivation for the future.
- Stacey would like to send out the FIE opportunities to all existing committees and resource team members; Kris stated that the National Office can assist with sending out the information that Stacey provides.
- Soren mentioned the importance of mentorship and providing support to cultivate interested individuals.
- Don discussed the importance of being able to work effectively once being named to the commission and councils.
- **Future work discussion**
 - Each of the subcommittees will continue their work and provide an update to Stacey and the group.
 - The National Office will report back on the possibility of hosting satellite events.
 - Ann will follow up with Iana on the international event discussion. Iana needs to provide a draft of objectives for her goal area.
 - Stacey and Kris to discuss leadership development and opportunities to develop a training program for USA Fencing.
- **General note to the group:** if possible, please use the Skype option to participate in the calls.

Appendix H

Division Resource Task Force Conference Call	
January 25, 2016	10:00 am Mountain
Type of meeting	Conference Call
Facilitator	Donald Alperstein & Christine Strong Simmons
Note taker	Christine Strong Simmons
Attendees	Donald Alperstein Jerry Benson Fernando Delgado Allen Evans Seth Kelsey Jennifer Nollner Christine Strong Simmons
Monthly Call Discussion	
	Next Call
Next Call Date/Time	The next call is scheduled for Monday, February 22, 2016 at 10:00 am Mountain Time
Division Governance & Bylaws - Discussion	
Division governance and bylaws	
Discussion & Action Items	<ul style="list-style-type: none"> Divisions should have their bylaws on file with the National Office Discussion around submitting Division bylaws each year with their list of Officers and Financial statement Discussion regarding standardized bylaws and issues this might raise Post Division bylaws, Officers & Financials on the USA Fencing website in the future using a drop down box etc. for each Division Christine to reach out to Division Officers to get their most updated bylaws & articles of incorporation emailed to the National Office and to include that this information as well as the Officer list and financials will be posted on the website A Division spreadsheet will be created for this group that shows if we are missing any Division bylaws or articles of incorporation Jerry Benson will send Christine past information from previous task force
Tax Exempt Status	
Tax exempt status and separate incorporation	
Discussion & Action Items	<ul style="list-style-type: none"> Some Divisions have separate tax exempt status to operate locally and save on income/sales taxes as well as to raise money or apply for grants This separates the Divisions from USA Fencing as they become separate entities Is there a risk to USA Fencing legally and potentially via liability? Discussion on documents currently on the USA Fencing website – group will review prior to next month's call Christine to check with National Office/Audit Committee on tax exempt vs. separate incorporations of divisions
Next Call Agenda	
Ongoing roles for Divisions Growing importance of regionalization Reporting requirements and enforcement	
	Call ended at 10:59 am

Appendix I

High School Resource Team Conference Call
January 14, 2016
11:30-12:30 PM

Present

David Blake
Bob Bodor
Holly Buechel
George Janto
Laura Kirk
Kathy Vail
Leslie Winckler

1. What is HS Fencing

Discussion on how we define fencing at high school level. Some states only recognize varsity programs (NJ), others are more open to club teams. New Jersey high school fencing has same support as any other sport in the state. In Georgia, there are clubs that are recognized but not sanctioned by GA Athletic Association. In Arkansas, schools are hesitant to add unless can get varsity status. Funding is impacted by lack of recognition/sanctioning. Also discussed team vs. individual fencing. How do we merge the 2? Bob will reach out to National HS Federation

2. Bob asked for help on compiling a master list of current high school programs. Team members will share information from their regions.
3. High School Membership proposal. Discussed ways to created national high school rating program. What does the ranking mean?
 - i. Use for recognition

Lettering (if not by varsity but by USFA)

Develop standard for rating/classification changes

- a. Earning of HS points if Championships doesn't happen (similar to regional points).

We need to revisit it but overall reaction was positive. Some concerns about how to regulate stat to state and how safe sport may come into play.

4. "RecruitMe" product discussed which would connect high school aged fencers with NCAA and Club teams from around the country. Some concern over interest from the colleges. Also some clubs have a version already in place.
5. Grants discussed briefly, will pick up next call.
6. Long term idea:

2016-2017 Possibly pilot High School program development.

2017-2018—"How to start a high school program" published.

2018-2019—Inaugural USA Fencing High School Championships??

Appendix J

Collegiate Task Force Conference Call
January 13, 2016
Call began at 11:00 AM, ended 12:01 PM

Present:

Michael Aufrichtig
Laurie Schiller
Bob Bodor
Carla Corbitt
Melody Lowman
Patric Wallace

1) Introductions and goals

After brief background introductions, we discussed primary goal which is to address issues of importance in college fencing at the NCAA and the club levels that have been identified by the National Office. Calls will occur on a quarterly basis and will have a brief agenda followed by an open discussion. Any materials will be emailed to Bob Bodor as primary point of contact.

2) Current state of college fencing.

Bob Bodor shared the current working document of college programs who are current NCAA, current clubs and programs that USA Fencing is recruiting into membership. Notable programs include Incarnate Word and Wagner. Melody Lowman is working with Mills College on starting an NCAA women's program. Laurie spoke on idea of a "club in the box" concept for collegiate development. Patric Wallace offered to track down the model used at the High School level in New Jersey. Bob Bodor is going to reach out to newer programs and learn how they went about the process.

3) Recruit ME idea introduced by Bob Bodor.

This would be a product available for purchase by any high school aged fencer. NCAA and club programs would have access to the database. Concerns were expressed about NCAA/institutional issues and compliance. Melody Lowman made the point that not only can it be valuable for the recruit but also the family if used as an educational vehicle on the rules and regulations of the NCAA regarding contact periods. Laurie Schiller read ruling from the NCAA manual, it did not appear to show any concerns as long as the questionnaires are consistent.

4) NCAA Fencing Programs and Membership with USA Fencing

Bob Bodor will connect with NCAA to explore any compliance issues with an NCAA program being a member of USA Fencing. It was discussed that USA Fencing would be able to grow club membership by up to 40 colleges while collectively growing our foot print nationwide. This has far reaching positives, including the ability to present a stronger case for individual program development at schools that do not currently have NCAA Fencing.

5) On-site presence at college events.

Group agreed little need for USA Fencing to attend NCAA Championships but felt attendance at USCFC would be very valuable.

6) Time was running short so Bob Bodor asked for the group to email ideas anyone may have for simple start up grant for new fencing clubs, specifically Club programs.

Appendix K

Club/Member Services Resource Team
Minutes from conference call on December 16, 2015
Meeting commenced at 12:36 MST
Attendees:

Ann	Marsh-Senic
Bob	Bodor
Nathan	Anderson
Debbie	Amsbaugh
Scott	Crompton
Kirstin	Crouse
Fernando	Delgado
Iris	Zimmerman- Nowak
Paul	Gianneschi
John	Scarpino

1) Introduction. Discussed outline for quarterly calls. Goals for the team are to actively work together to address critical issues in membership for clubs and individual members.

2) Membership products

-Typical issues with vagueness of our member categories and who is required to purchase what (referees vs coaches). Some suggested "Coach", "Referee", "Technical" member categories and doing away with the "Professional" membership name as it implies that anyone is a "Pro" when some coaches have higher level of certifications, history etc.

3) High School Membership

-Was well received, some concerns on total number of prospects but all agreed there is a population out there who would be attracted to a HS classification component. Also felt having a connectivity to colleges would be a valuable benefit. Some said it would also be a great conduit to reaching more elementary/middle schools. \$30 price point was considered reasonable.

4) Adding a fee for paper membership forms

-No disagreements, only concern is the non-competitive forms and making it easier for clubs to electronically submit batches.

Call concluded at 1:31 MST

Appendix L

USA Fencing IT Resource Team

Meeting Minutes – Wednesday, January 27, 2016

Members Present: Dan Berke, David Blake (Board Liaison), Joe Salisbury, Maksim Yankovskiy

Staff Liaisons: Kris Ekeren, Keri Khan

- Kris welcomed everyone and the group gave quick introductions.
- Kris provided an update on current IT projects and asked for the group's assistance in the future. She will keep the group updated on progress.
- Joe Salisbury gave an overview of the current IT for events. Upcoming projects include online venue maps and interactive ipads at tournaments. Once fully developed, the kiosks will provide interactive live results and strip locations. The second phase of the project could be complete by fall 2016.
- The priority for the events IT team is to replace obsolete equipment. Kris asked if it would be possible to develop a list of needs. Joe will lead a group at JOs to gather the information for future budgeting.
- Kris explained that one of the tasks of the group is to evaluate and provide suggestions for future IT initiatives. She asked the group to make suggestions.
 - Maksim suggested additional integration of referees at events. The group discussed utilizing tablets for scoring and the goal of eliminating paperwork. More follow-up is needed; Kris will add to the agenda for next meeting
 - The group also discussed how to improve the experience of athletes by being able to post check-in times earlier. Dan discussed the challenges with setting check-in times because registration at the events can vary dependent on the year and location. The group agreed that while there may not be an IT solution, the organization should continue to explore possibilities to provide a longer lead time for check-in times.
- We also discussed the need for additional replay systems. Kris asked that the equipment be added to the list for future budgeting purposes.
- The group will meet again in the early spring. Kris also suggested that members who were going to be at JOs could get together to meet in person. She will coordinate if possible.

Appendix M

Safe Sport Resource Team Minutes November 18, 2015

Those present on the call: Kevin Mar, Dwayne Nicholson, Juliana Sikes, Jerry Benson, Sarah Kauffman, Jim Martin, Kevin Powell and USA Fencing Staff Kris Ekeren and Kim O'Shea.

Kris opened the call: Welcome and Introductions

1. Priorities for Safe Sport Program
 - a. Kim listed the items she's currently working on
 - i. Referee and Coach Background Checks: upcoming Background Check expiration reminders are emailed out monthly
 - ii. Follow-ups are being done with those of Red Light and Pending Background Checks
 - iii. International/foreign referees need to either become members of USA Fencing and do the international Background Check, or provide the national office with a copy of their Global Entry/Nexus Identification for proof of a background check.
 - iv. First article related to Safe Sport was submitted to the E-Newsletter in November.
 - b. Future goals
 - i. Short term: get the webpage and policy manual up-to-date with current links, contact info, etc.
 - ii. Long term: create/provide proactive education and awareness topics for coaches, parents, referees and athletes.
2. Discussion on Background Screen Enforcement
 - a. Referee Checks---all events/tournaments that have sent in their referee lists have been checked. 5 events from October and November have received their first notice (warning) of non-compliant referees. The referees have also received notice to update their Background Checks and/or renew their memberships. If the club hosts a second event with non-compliant referees, they will not be allowed to host sanctioned events for 6 months.
 - b. Appeal Process---the SSRT discussed how to handle an appeal, should a club request one. It was discussed that appeals should go to the SSRT initial. If an appeal comes in, Kim will copy the SSRT for discussion and a decision. Tournament hosts should be aware of the rules by this point, as information has been sent to them, is posted on the www.usfencing.org website, and is reinforced by the Division Chairs.
3. Recommendation on Safe Sport Online Training
 - a. Currently required of coaches only
 - b. Consensus of the SSRT that all who must have a BGC must also do the Safe Sport Training Course---agreed
 - c. Kim will be sending out reminders by Dec. 31 of those who have a 2-year

expiration date of their Safe Sport Training Course to complete the 30-minute refresher course on the www.safesport.org website from the USOC.

4. Additional Discussion/Questions

- a. Will there be Safe Sport Training in coaches' education seminars? What format--- USOC online training, in-person discussion, combo? Yes...it's in the plans. It's at the concept stage: no definitive format yet, but is on the radar for summer 2016.
- b. Are there specific rules on travel for coaches with athletes, or are the items listed just best practices? The items listed are recommendations for protection of the athlete and the coach.
- c. Add the proactive/educational aspects of Safe Sport to all SSRT meetings. Yes...while leadership training for the athletes at the NAC events and Coaches College trainings are off in the future, we will definitely be adding more resource info and educational pieces to the website and e-newsletters.

5. Quarterly Meetings

- a. Kris has appointed Kim to be the staff liaison to the SSRT.
- b. Kim will contact everyone after the first of the year for the first quarter meeting of 2016.
- c. Suggestion was made to utilize video and audio conferencing: Kim will look into options with Google Hangout and other free services.
- d. Happy Holidays!

Safe Sport Resource Team Minutes January 20, 2016

Those present on the call: Kevin Mar, Dwayne Nicholson, Bradley Baker, Juliana Sikes, Jerry Benson, Sarah Kauffman, Kevin Powell, Hanna Thompson, and USA Fencing Staff Kim O'Shea.

1. Welcome—meeting was called to order at 1:01pm MT.
2. November's SSRT Conference Call Minutes---approved as written/no changes
3. Conflict of Interest forms for SSRT members—all committee/resource team members are to sign the COI form annually. Link for e-signatures was emailed to group.
4. Discussion topic: Events with non-compliant referees
 - a. Consideration: 1st offense: notice/warning letter
 - i. Can this notice be rescinded if the referees in question are screened/cleared within 30 days? (the point has been made: we're actually already doing this for those who are in pending status)
 - b. Consideration: 2nd offense: 6-month ban from hosting sanctioned events
 - c. Consideration: What is the window of time from the first offense to the second offense?
 - i. 6 months?
 - ii. 1 year?
 - iii. 2 years?
 - iv. 3 years?
 - v. Longer/permanent?
 - d. Consideration: Teams/event hosts are the most vested in this, as it affects their income. What (if anything) is done to the referee who refuses to be in compliance? They should not be hired for future events.
 - e. Conclusion, approved as policy:
 - i. 1st infraction = an event is hosted with non-compliant referees.
 1. Email Notice is sent to event director and non-compliant referee(s), and they have 30 days (from when Notice is sent) to rectify Background Check issue.
 2. If the issue is cleared in 30 days, 1st infraction/Notice is rescinded.
 3. If the issue is not cleared in 30 days, the event host will receive a Warning.
 - ii. 2nd infraction = a second event with a non-compliant referee(s) is hosted within 12 months of the Warning being issued.
 1. Email Notice is sent to event director and non-compliant referee(s), and they have 30 days (from when Notice is sent) to rectify Background Check issue.
 2. If the issue is cleared in 30 days, the event host stands with the previous Warning.
 3. If issue is not cleared in 30 days, the event host will receive a 6-month ban (from when Notice is sent) from hosting sanctioned events.
 - iii. 3rd infraction = additional non-compliant events will be referred on a case-

by-case basis to a Disciplinary Review Panel.

- f. The SSRT will evaluate this policy after 1 year of implementation and data collection.
5. Additional Discussion
 - a. Possibility of tying expiration dates of Background Checks to Membership expirations
 - i. Kim will check with NCSI to see if a uniform expiration date is possible.
 - ii. Question: would this bog the NCSI system with all renewals at one time?
 - iii. Question: could we move to a 2-year membership?
 - iv. Point: USA Fencing could create an automatic BGC expiration tied to the end of the next registration year, regardless of when the BGC might expire past that.
 - v. Kim noted that she will be meeting with other NGB Safe Sport representatives in early February, and will ask others about these topics.
 6. Quarterly Meetings
 - a. January 2016
 - b. April 2016
 - c. July 2016
 - d. October 2016
 7. The call was adjourned at 1:52pm MT

Appendix N

Sports Performance Resource Team

The Sports Performance Resource Team has met several times via conference call this season. In November SPRT discussed the appointment of the Olympic Team Captain and Team Leader.

In the coming weeks SPRT will be involved in the review of selection criteria, domestic and international points tables and recommendations for future tournament formats.

Appendix O

USA Fencing Board of Director's Expense Reimbursement Policy:

Who: USA Fencing's current Board of Directors

USA Fencing Business travel, other than Board Meetings, must be approved by the Treasurer* prior to scheduling.

Meals: Meals will be provided by USA Fencing. Meal expense not provided by USA Fencing will be reimbursed with valid receipts \$8/\$12K/\$20 for breakfast, lunch and dinner, respectively.

Receipts must be itemized rather than total charge. **USA Fencing does not reimburse for alcoholic beverages.**

Entertainment: All entertainment of non-Board members, such as dining, must be approved by the Treasurer* prior to the occasion. If approved, all expenses must be accompanied with receipts and must include business purpose description and individuals present.

Airfare: **Travel should be arranged and purchased by the USA Fencing National Office.** USA Fencing will cover only economy class fares for official USA Fencing business travel. If travel start and end locations are anywhere but at the nearest home residence airport only the cost of the travel from the nearest home residence airport to the event location will be covered, unless prior approval is obtained from the Treasurer*. Flights must be booked at least 3 weeks prior to travel, unless circumstances do not allow. Higher flight costs due to not booking in time will not be covered. Travel certificates may be used at USA Fencing's discretion. USA Fencing does not reimburse for flight cost when frequent flyer rewards are used. For international air travel, there is an allowed variance of \$150 round trip from the cheapest airfare available to take into account airline status, bag fees etc. For domestic air travel, there is an allowed variance of \$50 round trip from the cheapest airfare available to take into account airline status, bag fees etc.

Baggage Fees: Baggage fees will be reimbursed upon submission of receipts. Max of one checked bag and one carry on each way.

Hotel: Hotel arrangements will be coordinated and paid directly by USA Fencing for all USA Fencing organized events. For all other USA Fencing business travel hotel costs will be covered for standard room accommodations only.

Ground Transportation and Parking: Travel by personal vehicle will be reimbursed at the published IRS standard business mileage rate in effect on August 1 of the current fiscal year. Only one person per vehicle will be reimbursed. Mileage reimbursement will be limited to the lesser of the cost of one airfare to the destination city or \$400. Google or MapQuest must be submitted with this Expense Form to receive mileage. If director has driven, parking at the USA Fencing designated hotel of the will be covered only for the days related to the USA Fencing Business. USA Fencing will reimburse reasonably priced public transportation costs for travel between home and airport/airport to home. In no case will reimbursement for both parking and public transportation be paid on the same trip segment. Directors must use free shuttle service between airport/hotel/venue when provided. If free shuttle service is not available, reasonably priced public transportation for travel between airport/hotel/venue will be reimbursed with valid receipts. Reimbursement will be made for reasonably priced (long term) airport parking for a period not to exceed service days plus travel days. Mileage to and from the airport will be reimbursed with Google or MapQuest verification. Car rental will not be reimbursed without prior written approval from the Treasurer*. When rental car use is approved gas will only be reimbursed with submission of receipts.

Expenses not mentioned above such as phone charges, conferences, continuing education, internet, clothing will not be reimbursed.

*Treasurer's USA Fencing Business travel and entertainment must be approved by the *President*.

President and Selected Designee Expense Reimbursement Policy:

Who: USA Fencing's current President and selected designee

USA Fencing Business travel, other than Board Meetings, must be approved by the Treasurer* prior to scheduling.

Per Diem: A per diem of \$100 will be provided per day in which the President is away on official business. For USA Fencing business that is less than a full day a \$50 per diem will be provided.

When per diem is received no additional expenses will be covered for meals, alcohol, local transportation, parking or miscellaneous expenses.

Entertainment: All entertainment of non-Board members, such as dining, must either be covered by the per diem amount or approved by the Treasurer prior to the occasion. If approved all expenses must be accompanied with receipts and must include business purpose description and individuals present.

Airfare: **Travel should be arranged and purchased by the USA Fencing National Office.** USA Fencing will cover only economy class fares for official USA Fencing business travel. If travel start and end locations are anywhere but at the nearest home residence airport only the cost of the travel from the nearest home residence airport to the event location will be covered, unless prior approval is obtained from the Treasurer*. Flights must be booked at least 3 weeks prior to travel, unless circumstances do not allow. Higher flight costs due to not booking in time will not be covered. Travel certificates may be used at USA Fencing's discretion. USA Fencing does not reimburse for flight cost when frequent flyer rewards are used. For international air travel, there is an allowed variance of \$150 round trip from the cheapest airfare available to take into account airline status, bag fees etc. For domestic air travel, there is an allowed variance of \$50 round trip from the cheapest airfare available to take into account airline status, bag fees etc.

Baggage Fees: Baggage fees will be reimbursed upon submission of receipts. Max of one checked bag and one carry on each way.

Hotel: Hotel arrangements will be coordinated and paid directly by USA Fencing for all USA Fencing organized events. For all other USA Fencing business travel hotel costs will be covered for standard room accommodations only.

Ground Transportation and Parking: Travel by personal vehicle will be reimbursed at the published IRS standard business mileage rate in effect on August 1 of the current fiscal year. Only one person per vehicle will be reimbursed. Mileage reimbursement will be limited to the lesser of the cost of one airfare to the destination city or \$400. Google or MapQuest must be submitted with this Expense Form to receive mileage. If director has driven, parking at the USA Fencing designated hotel of the will be covered only for the days related to the USA Fencing Business. USA Fencing will reimburse reasonably priced public transportation costs for travel between home and airport/airport to home. In no case will reimbursement for both parking and public transportation be paid on the same trip segment. Directors must use free shuttle service between airport/hotel/venue when provided. If free shuttle service is not available, reasonably priced public transportation for travel between airport/hotel/venue will be reimbursed with valid receipts. Reimbursement will be made for reasonably priced (long term) airport parking for a period not to exceed service days plus travel days. Mileage to and from the airport will be reimbursed with Google or MapQuest verification. Car rental will not be reimbursed without prior

written approval from the Treasurer*. When rental car use is approved gas will be reimbursed with submission of receipts.

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