



**Meeting Minutes:
Adaptive Sports USA BOD Meeting**



MULTI-SPORT ORGANIZATION



Date: December 19, 2017 **Time:** 7-10 pm EST **Location:** Teleconference 1-877-368-3858 code 3571513686#
Participants: : Bill D, Clayton F, Cory G, , Gregg B, Howard B, Pam C, Paul D, Phil G, Mike B, Sarah C
Absent Glen O
Minute Keeper: **Approved date:**

Purpose (e.g. Inform, Discuss, Share Highlights, Decision, Evaluate, Progress towards initiatives, Items to note)	Action	Who	Deadlines
Discussion:			
Call to Order Review of BOD Meeting Minutes from 12/11/2017	Motion to Accept Minutes: Paul D Second: Pam C Motion Approved		
Agenda Item: Review / Revision / Disposition of 2018 Budget	Initial submitted budget had deficit of \$61K. Line items were identified that could be moved to a Tier 2 level, meaning line items could be moved to a Tier 1 level and instituted if/when additional revenue was identified. Also adjusted revenue side of budget to reflect changes in insurance assessments, Jr Nationals registration fees, etc. Initial \$61K deficit was reduced to \$21K. Motion to pass the 2018 submitted budget with additions and adjustments recommended, including adjustments to revenue and moving several line items to Tier 2 priority reflecting a budget with \$21K deficit: Pam C. Second: Sarah C. Motion carried.		

<p>Agenda Item:</p> <p>Review of Proposal to change Jr National fee structure based on the number of sports that an athlete would enter.</p>	<p>Phil G provided a matrix grid that provided several projections for 2018 revenue based on 2017 numbers. Phil recommended that Track & Field be considered as two sports for purposes of registration. Although revenue numbers would be less than in previous years, it was viewed as manageable.</p> <p>Motion to approve the following: Track & Field would be considered two separate sports; athletes would pay registration fee of \$50 for one sport; \$100 registration for two sports; \$150 registration fee for three sports; and \$175 registration fee for 4 or more sports. Coaches would pay a flat fee of \$100 per coach. Phil G. Second: Bill D</p> <p>Motion carried.</p>		
<p>Agenda Item:</p> <p>Review the insurance policies regarding the Quad Rugby Association umbrella of 43 teams.</p>	<p>Discussion revolved around the fact that the Quad Rugby Association is another DSO that is securing insurance for their 43 teams under their umbrella from Adaptive Sports USA. The discussion addressed the fact that an equitable way of assessing insurance cost increases across the 43 teams without creating a deficit situation for Adaptive Sports USA needed to be developed. Consensus of discussion was that Adaptive Sports USA could not absorb any costs associated to insuring the Quad Rugby Association. Estimated income from Quad Rugby insurance was about \$5,500.</p>	<p>Shelli F will reach out to current and potential insurance carriers to determine actual cost of insuring Quad Rugby Assoc. Any deficit would need to be factored by 43 and assessed so no deficit would exist for Adaptive Sports USA.</p>	

Agenda Item: Update on IT Contracted Services	Susan shared that communication with IT Contractor was made indicating that services would be terminated once a Training Manual was produced and website URL for Junior Nationals link be provided. Expenditures towards contract would amount to about \$3K at termination.		
Agenda Item:			
Agenda Item:			
Other Business:			
Next meeting:			
Adjournment:	Motion to Adjourn: Sarah C. Second: Bill D.		

NOTES:			
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