



## USA Badminton Board of Directors Meeting

1 pm-3:30 pm CST June 26, 2022

In Person Meeting, Excused Board Members by Zoom

1 pm-1:05	<p><b>Roll Call &amp; Introduction</b></p> <p><b>Directors Present:</b> Ken Wong, Patty Pflaging, Dean Schoppe, Tatia Mays-Russell, Philip Varghese, Pavan Vedere, and Fred Teng</p> <p><b>Directors on Zoom:</b> Rena Wang, Amy Burnett</p> <p><b>Directors Absent:</b> Nibu Paul, Iris Wang</p> <p><b>USAB Staff:</b> Linda French (CEO), Jim Estes (COO), Steve Kearney (Director, ParaBadminton), Trenton Szeto (Operations Manager), Esther Lin (Coordinator, Athlete Services)</p> <p><b>USAB Staff Absent</b> Yuko Kawasaki (Coordinator, Coach Education), Thai Pham (Events Manager), Rachel Bui (Member Services Manager)</p>	Ken
1:05-1:10	<p><b>Conflict Review</b></p> <ul style="list-style-type: none"> <li>• No conflicts of interest were reported by the Board of Directors or others in attendance based on this meeting agenda.</li> </ul> <p><b>Minutes of March 2022 meeting approval</b></p> <ul style="list-style-type: none"> <li>• Ken Wong reviewed the process of Board Meeting Minutes approval (in-person and through email).</li> <li>• <b>Action:</b> Approved the March 18-20, 2022 meeting minutes</li> </ul>	Ken
1:10-1:25	<p><b>Bylaw revisions / Committees</b></p> <p><u>Bylaws - Discuss Definition of Technical Official</u></p> <ul style="list-style-type: none"> <li>• Reviewed definitions conflict with each other for Technical Official, umpires, and referees</li> </ul>	Ken

	<ul style="list-style-type: none"> <li>Discussed if TO identity could be made in ClubLocker and requirements of being one (including line judges)</li> </ul> <p><u>Ethics Committee</u></p> <ul style="list-style-type: none"> <li>Ken Wong introduced the potential candidate for the Chair of the Ethics Committee (Renée Hughes)</li> <li>CV of candidate was circulated, and will revisit this topic later in the meeting</li> </ul>	
1:25-1:45	<p><b>Strategic Plan, BWF and Pan Am Confederation Update</b> <i>Many areas of partnership &amp; collaboration</i></p> <ul style="list-style-type: none"> <li>Linda French reviewed the six areas listed in USAB Strategic Plan. Ken Wong explained how Task Forces are composed of Board Members and staff will be created to ensure the fulfillment in each area.</li> <li>Appreciation shown to Rena Wang for starting on the Strategic Plan structure, which is highly praised by the Board.</li> <li>Discussion on how the Strategic Plan document can be more inclusive, including current events, more specific timeline, and keeping it as a living document.</li> <li>Linda French review of USAB's partnership and collaboration with USOPC, BWF and Badminton Pan Am Confederation (BPAC).</li> </ul> <p><u>BWF Coaching Certification - Coach Education</u></p> <ul style="list-style-type: none"> <li>Linda French gave a brief report on her meeting with BPAC staff in early June and what they are offering for BWF Coaches training.</li> <li>Discussion on the requirements for candidates training to become a Tutor then Trainer for BWF Coaching. <i>Progression would be: Trainer → Tutor → Coach → Athlete</i></li> </ul> <p><u>BWF Level 1 Update</u></p> <ul style="list-style-type: none"> <li>USAB currently has about 37 coaches taking BWF Coaching Level 1 courses, about 30 are certified.</li> <li>USAB staff Yuko Kawasaki is a certified Tutor, she can conduct training for Level 1 courses</li> </ul> <p><u>BWF Level 2 Update</u></p> <ul style="list-style-type: none"> <li>USAB will need a Trainer to conduct Level 2 courses, which BPAC can send.</li> </ul> <p><u>Shuttle Time</u></p> <ul style="list-style-type: none"> <li>Afterschool badminton program that BWF has been promoting. <i>Progression would be: Trainer → Tutor → Teacher</i></li> </ul>	Rena Linda

	<u>Para Classification Clinic</u> <ul style="list-style-type: none"> <li>• Discussion on Para Classification but not on Clinic</li> </ul>	
1:45-1:50	<b>Membership Update</b> <u>Membership numbers</u> <ul style="list-style-type: none"> <li>• Trenton Szeto reported on current active members &amp; lifetime members and how the numbers have changed pre, during, and post COVID.</li> <li>• Discussion on different types of membership that USAB currently has and plans to have moving forward.</li> <li>• How can we add more value to the membership?</li> </ul> <u>Life Member drive to start in 2023</u> <ul style="list-style-type: none"> <li>• Discussion on how USAB plans to carry out Life Member drive.</li> </ul>	Trenton
1:50-2:10	<b>Operations Update</b> <u>Staffing / Who Does What</u> <ul style="list-style-type: none"> <li>• Linda French gave a summary on USAB current staff positions and plan of adding more full-time staff.</li> <li>• BWF recognizes that USAB needs to add more staff to complete all administrative work</li> <li>• Discussion on how tasks forces should be created and enforced</li> </ul> <u>Incoming Chief Operating Officer</u> <ul style="list-style-type: none"> <li>• Jim Estes introduced himself and his background working with USA Track &amp; Field</li> </ul> <u>Operations Manager</u> <ul style="list-style-type: none"> <li>• Current staff, Trenton Szeto, will become Operations Manager</li> </ul> <u>Coordinator, Athlete Services</u> <ul style="list-style-type: none"> <li>• New staff, Esther Lin, responsible for international entries and related admin tasks</li> </ul>	Linda Trenton
2:10-2:20	<b>Finance &amp; Audit Committee Update</b> <ul style="list-style-type: none"> <li>• Philip Varghese reported on plan to increase the size of the committee and selection of Independent Auditor.</li> <li>• Discussion on how the committee and the Board should work together</li> </ul>	Philip Linda

	<u>New Accounting and Payroll Services</u> <ul style="list-style-type: none"> <li>Linda French reported on new accounting and payroll services and the timeline &amp; funding of transitioning from old to new services.</li> </ul>	
2:20-2:35	<b>IT Update – Junior Ranking</b> <ul style="list-style-type: none"> <li>Patty Pflaging and Pavan Vedere reported on progress of the Junior Ranking System on ClubLocker. The end goal is to integrate tournament registration, rankings, and membership on ClubLocker.</li> </ul>	Patty Pavan
2:35-2:40	<b>Events Update</b> <p><u>International Tournaments</u></p> <ul style="list-style-type: none"> <li>Linda French reviewed upcoming international tournaments to be hosted in the US and current planning progress for each event.</li> <li>Esther Lin gave brief report on how many USA players are currently participating in BWF sanctioned tournaments</li> </ul> <p><u>Domestic Tournaments</u></p> <ul style="list-style-type: none"> <li>Linda French reviewed current plan of Adult Nationals taking place in December 2022.</li> <li>Adult Nationals will be selection event for Pan American continental qualifier for Sudirman Cup.</li> </ul> <p><u>Junior Nationals</u></p> <ul style="list-style-type: none"> <li>June 28 – July 4, 2022 in Frisco, TX</li> <li>This tournament is also USAB's in Person SafeSport Audit</li> </ul>	Linda
2:40-2:45	<b>Para Badminton Update</b> <ul style="list-style-type: none"> <li>Steve Kearney reported current focus of Para badminton athletes, including World Championships in Tokyo in October, qualifying event for 2024 Olympics, classification for USA athletes, and funding from USOPC</li> </ul>	Steve
2:45-2:50	<b>ARC / AAC Update</b> <ul style="list-style-type: none"> <li>Rena Wang reported on items ARC &amp; AAC meeting covered, including, qualification guidelines for Olympics and Paralympics, election &amp; entry system, SafeSport, anti-doping, Team Manager requirements, etc.</li> </ul>	Rena
2:50-2:55	<b>Parking Lot Topics / Next Steps / Wrap Up Open Session</b> <ul style="list-style-type: none"> <li>Board discussed background and experience of Renée Hughes for the Chair of the Ethics Committee</li> <li><b>Action:</b> Voted and approved Renée Hughes to be Chair of</li> </ul>	Linda

	<p>Ethics Committee</p> <ul style="list-style-type: none"><li>• Discussion on establishment of Tasks Forces.</li></ul> <p><b>Motioned to go into Executive Session, Seconded. Motion carried.</b></p>	
2:55-3:00	Break	
3:00-3:30	<p>Executive Session - USOPC &amp; SafeSport Update</p> <ul style="list-style-type: none"><li>• Exit Executive Session - Adjourn</li></ul>	Board