



**Wheelchair and Ambulatory Sports, USA**  
**Board of Directors Meeting**  
**February 7, 2012**

**7:00 – 10:00 pm EST**

**Present:** Deb Armento, Ralph Armento, Mike Burns, Barbara Chambers, Tommy Chasanoff, Paul DePace, Jessica Galli, Phil Galli, Darlene Hunter, Denise Hutchins, Glen O'Sullivan

**Absent:** Gregg Baumgarten, Cindy Housner

**1. Call to order by Barbara Chambers, Chair**

**2. January 3, 2012 Minutes:** Mike moved to pass the January 2012 minutes. Glen 2<sup>nd</sup>. Motion carried.

**3. Junior Committee:** Debbie Armento reported. The Jr. Committee held a phone conference beginning at 7:00 pm on Monday, February 6, 2012. Committee members in attendance were Tommy Chasanoff, Tom Southall, Glen O'Sullivan, Cindy Housner, Pam Carey, Charlie Sheppard, Dan Humphreys, Mike Burns, Jerry Clayton, Debbie Armento, Trisha Yurochko, and Guest, Barbara Chambers.

- a. **2013 NJDC:** The Jr. Committee met twice via telephone conference call to discuss the four bids that were presented. The Committee voted via Survey Monkey following the two conference calls. Rochester, Minnesota was the winning bid following the vote of the Jr. Committee. Debbie motioned to approve the Jr. Committee nomination of Rochester, MN for the 2013 NJDC. Glen 2<sup>nd</sup> the motion. Motion carried.
- b. **Donation of \$5,000 to the Jr. Committee:** After the committee members shared their ideas they came to the agreement that they do not want to use/spend the total amount in one year. They all felt that it should be used to support athletes, support staff, or coaches. It also should be used to replace equipment if money is not available. Other ideas for use include helping a new RSO to hold a meet and starting an ongoing fund to support future scholarships for athletes and staff. A motion was made by Jerry Clayton and seconded by Glen for the year 2012 that a scholarship up to the amount of \$1,000 total will be offered for athletes, support staff, and/or coaches who are WASUSA members and have financial needs for international competition. Those WASUSA team members, receiving a stipend will sign an agreement that will include a statement (commitment) about refunding the money back to WASUSA if they do not complete the trip. The committee unanimously approved this motion. Phil stated that he thinks the money should only support WASUSA international team trips and not to outside international competitions that athletes elect to go to on their own. The Board discussed the use of this scholarship and who it should be given to. The Jr. Committee felt both staff and athletes should be eligible to receive the scholarship. Jessie stated she feels it is more important to give the money to the athletes since they are paying more than the staff. She suggested applying the scholarship to the total budget for the trip so that it reduces the cost for all athletes. Debbie said the Jr. Committee hoped to see this used as a scholarship but she feels that the Board may be offering another use for the money. Barb will work with Mike and Ralph to create a protocol for the use of these monies. She will report back to the Board at the next meeting.
- c. **2012 NJDC:** Debbie informed the Jr. Committee that she is meeting with Lane on Wednesday night to continue reviewing the schedule. She also will be reviewing the number of officials needed for each event. Debbie has also been working on updating the information packet with Lane and they are planning on sending this out as an email blast, prior to the registration packet. Again this year, the Jr. Committee is working on an online process for registration. A save the date will also be sent out to all our members. Lane has been meeting with her committee and Debbie feels she is doing a great job. Debbie said that Lane is hoping to offer sport opportunities in fencing and sit volleyball as well. Paul has assisted been working with a fencing group in the Phoenix area to help make this happen.

**4. Chair's Report:** Barbara Chambers reported.

- a. **2012 IWAS World Junior Games:** Barb said that an announcement about the Games went out in an e-blast to membership in mid-January. Application guidelines and individual applications were posted on the website for Athletes and Staff (Team Leader, Assistant Team Leader, Head Coach, Assistant Coach, Medical, and Equipment Manager). All Staff Job Descriptions were reviewed, updated, and posted on the Website as well as Appendix A "Athlete Qualification Standards for Team USA." Still to be posted are the Team Protocols and Safety Guidelines. Gregg Chalmers has agreed to be a part of the Team Selection Committee. Barb is looking for two additional people to serve with Gregg. Current application deadlines are February 10 for staff and February 17 for athletes. The estimated costs for the trip are \$4800 for athletes and \$2900 for staff. Barb stated that we may need



**Wheelchair and Ambulatory Sports, USA  
Board of Directors Meeting  
February 7, 2012**

to extend the application deadlines as she still has not received any information on deadlines from the Czech Republic. Barb would like to extend the application deadlines at least two weeks but will wait to hear from Paul before setting new deadlines. The new staff deadline is February 24, 2012 and the athlete deadline will be March 2, 2012. Barb asked if any Board members would like to serve on the Selection Committee. Jessie, Denise, and Mike volunteered to serve.

- b. **MOU with US Fencing:** Barb asked Paul if there has been any progress on this end. Paul said he has no update. Paul would like to speak with Lane at the 2012 NJDC to discuss fencing at their competition and then move forward from there. Ralph asked what the political situation is like at US Fencing. Paul is in discussion with the CEO of US Fencing. He is under the impression that US Fencing would support the fencing exhibition event to hopefully be held in Mesa this summer at NJDC.

**5. Immediate Past Chair's Report:** Paul DePace reported.

- a. **IWAS Board Retreat:** The IWAS Board will host a retreat in Moscow in May to discuss the future plans of IWAS.
- b. **2013 IWAS World Jr. Games Bid:** IWAS will be making a site visit to Puerto Rico as it is a bid city for the World Junior Games in 2013. Phil will be going as a member of the IWAS site visit crew.
- c. **2013 IWAS World Games:** IWAS will be making a site visit to Alacante, Spain as it is a bid city for the World Games in 2013.

**6. Vice Chair's Report:** Denise Hutchins reported.

- a. **Classification:** Denise has been in communication with Erin Popovich and Julie O'Neil at USP about classification at WASUSA events. Denise outlined her proposed program to increase regional classifiers and to offer regional classification at events that are not provided national level classifiers from USP. She encountered some pushback from Julie. Julie stated that USP would like to control classification and that they do not want "unofficial" or provisional classifications to take place. Denise is asking the Board for direction on this issue. Barb recommended that we thank Julie for her input but state that WASUSA will be moving forward with its proposed program. Phil noted that WTFUSA does allow non-nationally classified athletes to set national records at regional meets as long as that athlete is nationally classified as the same or a lower classification within the year of competition.

**7. Treasurer's Report:** Mike Burns reported. Mike submitted a proposed budget to the Board for review. Darlene asked if the website costs the total that Mike had listed. He said no that he increased the price in the budget because the website needs to be updated and changed. **Debbie motioned to accept the proposed budget. Denise 2<sup>nd</sup>. Motion carried.**

**8. Office Report:** Ralph Armento reported.

- a. **Sanctioning:** Ralph has received sanctioning forms from the following meets: Tri-State Games (Swim Meet), SEWSA, Lakeshore Swim Meet, and New England Wheelchair Games. Ralph has been in contact with several other meets and has fielded various questions. He is reviewing registration forms for content. Ralph is working with Sharon Moster of the Buckeye PVA in order to bring a meet to the Speier School in Ohio. This is a first-class facility with a Mondo track. They have just sent in their sanctioning paperwork. Individuals will be needed to officiate and classify. This new meet has created a conflict with the Ohio Wheelchair Games.
- b. **Club Membership:** There are now 22 clubs registered and paid. Ralph is going to follow up with those who have not yet renewed.
- c. **Insurance:** Ralph is preparing information (COI) in order to send the case out to bid. Since this COI process has been manual, he has developed a database which will keep track of all COI data. The plan is to send out to bid in August for a 1/1/2013 effective date. With regard to certificates, a total of 37 insurance certificates were processed in the month of January.



**Wheelchair and Ambulatory Sports, USA**  
**Board of Directors Meeting**  
**February 7, 2012**

- d. **Newsletter:** The first newsletter of 2012 was sent out today. Denise suggested that we encourage our clubs to submit event information with pictures that can be put onto our website and in the newsletter. This will help show that WASUSA is not a national office but rather a grassroots organization with clubs around the country doing all of these neat things.
- e. **Rulebooks & Records:** Ralph has received the Swimming 2012 Rulebook from Glen. He is waiting on all others. All STC/NGB leaders need to know that they are responsible for record content.
- f. **Membership:** There are a total of approximately 50 memberships this year; most via the USPS; however, there have been about 12-15 via Paypal. Ralph is anticipating a rush now that the newsletter has gone out. Jessie discussed using Active.com. She had sent a copy of an active.com membership form that she had created to the Board. Ralph asked about whether Active.com can account for different membership types. Jessie is revamping the membership form to account for both new and renewing members. She will send the new link to the group. The Board will review by Friday and take a vote to post or not post this new membership form.
- g. **Background Checks:** Ralph has not sent out the paperwork as yet. He has a call into John Miller (WASUSA's account executive @ NCSI) in order to make sure the details of the process are still current. Denise asked if this information would also be sent to the clubs. Ralph said yes it will go to all paid clubs.
- h. **Policy and Procedures Manual:** Ralph asked if progress has been made on this end. Barb said that she and Denise have reviewed this document and will continue editing it and add new documents such as international travel. Barb asked if Jessie would review for edits. She agreed. Denise suggested the document be sent to the entire Board so that everyone can add input.
- i. **Officials' applications:** Officials' applications for NJDC will be sent out in the next week.

## 9. Committee Reports

### a. Fundraising

- i. **USP Grant:** Phil Galli reported. USP is in negotiation with WASUSA to provide grants to five WASUSA regional competitions: Texas Regional Games, Tri-State, Dixie Games, GLASA Games, and Gateway Games. Each competition will receive between \$9,000 and \$12,000 and the national office will receive between \$10,000 and \$12,000. All monies are contingent on meeting set standards and work as outlined in the signed contracts. Phil said he would like some of the national office money to be used to hire a part-time worker to promote these events. He thinks it would be great if this individual could be a wounded warrior or other athlete with a disability. Some changes were made to the Regional Competition Support Proposal that was submitted to WASUSA by USP. **Phil motioned to accept the modified proposal with USP. Mike 2<sup>nd</sup>. Motion carried.**

### b. STCs and NGBs:

#### i. STCs:

1. **Powerlifting:** Debbie Armento reported. Mary Stack is meeting with Stella to discuss classification. Debbie is working on developing more competitions.
2. **Table Tennis:** Jennifer Johnson submitted a report electronically. Two athletes were selected for the 2012 London Paralympic Games: Pam Fontaine, TX and Tahl Leibovitz, NY. Additionally, Tara Profit, CT was named an alternate. Bipartisan applications (wild cards) for Tara, Andre Scott, CA, Daryl Sterling, CA and James Segrest, TX were submitted. Alex Xue, NJ a rising Junior player continues to improve his table tennis skills. He and his brother, Chris, will be going to Shanghai, China this summer for training at the National Paralympic Center. Arrangements were made by coach Shao from the Burke Table Tennis Club, White Plains, NY where Alex is trained.
3. **Archery:** No report given.



**Wheelchair and Ambulatory Sports, USA  
Board of Directors Meeting  
February 7, 2012**

4. **Swimming:** Glen O'Sullivan reported. The rules, age groups and records are completed in the 2012 Rulebook. The rulebook is up online.

**ii. NGB's**

1. **Track and Field:** Phil Galli reported. The WTFUSA Rulebook has been updated and posted on the website. Phil thanked Jessie and Charlie for their hard work on helping to update the rulebook. Rose Hollerman from Minnesota has won a lawsuit against her high school athletic association that will allow her to compete alongside her able-bodied peers. Cathy Sellers is working with an athlete in Ohio to allow him to compete in high school track and field meets. WTFUSA has sanctioned a road race in Gettysburg, Virginia.
- c. **RSOs:** Tommy Chasanoff reported. Tommy, Cindy and Gregg have met numerous times to discuss the change from RSO's to RPO's. More meetings are set up for the next couple of weeks to continue discussing the changes that will be made. Ralph said he has fielded some questions from individuals in his region. Barb asked if Tommy could summarize talking points after the RSO representatives meet again. Tommy said he would do that.
- d. **Athlete Advisory:** Darlene Hunter reported. Darlene has requested that AAC members send her their respective sport's year events for the website. Jonathan Heider sent the swimming events for the year competition. Darlene has sent the swimming events on to Phil & Ralph to be published on the website and distributed to members. The Powerlifting schedule was sent from Mary Stack. Darlene will pass that information onto Phil. When the membership list for 2012 is ready, Darlene will contact the Athlete Council to have them interview someone in their sport for the newsletter / website / Facebook page. Darlene would like a copy of the past membership list so that she can contact members that have not been active in WASUSA and see if she can get them involved in sport or on a committee. Darlene would like the following link to be e-blasted so that we can see who is willing to sit on some committees and help: <http://darlenehunter.wufoo.com/forms/wasusa-committee-form/>. Darlene is busy finding grants to help athletes for the IWAS trip.

**10. Old Business**

- a. **Strategic Plan Committee Update:** Phil does not have an update. He has been busy with WTFUSA work. He will renew this work starting next week.

**11. Next Meeting: March 13, 2012 – 7pm EST**

**Wheelchair & Ambulatory Sports USA  
Proposed Budget Worksheet  
2012**

Revenue

Memberships

Individual	700 individuals X 35	24,500.00	
Introductory	125 x 5	625.00	
Clubs	25 clubs X 225	5,625.00	30,750.00

Grants

CFC	Estimated per CFC	11,000.00	
Other	Estimated Corporate	10,000.00	
Donations		500.00	21,500.00

Insurance Revenue

Rugby	Based on prior year	5,000.00	
Turning point	Based on prior year	4,200.00	
Clubs	Based on prior year	13,000.00	22,200.00

Sales and Rental

Clubs and Merchandise	Estimated	250.00	
Equipment Rental	Estimated	3,560.00	3,810.00

Program Revenue

Juniors	Reimbursement for expenditures	500.00	
NJDC	Capitation Fees	6,125.00	
HOF	Reimbursement for expenditures	0.00	
ADF	Account maintenance fees	1,125.00	
RSO's	Reimbursement for expenditures	500.00	
NGB's	Reimbursement for expenditures	2,450.00	
Regional games development	Reimbursement for expenditures	1,000.00	
International teams	Reimbursement for insurance and Admin costs	1,500.00	13,200.00

Investment Income	Estimated		<u>5,950.00</u>
-------------------	-----------	--	-----------------

**Total Estimated Revenues** 97,410.00

Expenditures

Administrative

Office Supplies	Estimated	1,500.00	
Printing	Estimated increase	1,500.00	
Postage	Estimated increase	350.00	
Telephone	\$125 X 12 (avg)	1,500.00	
Conference Calls	\$145 X 12 (avg)	1,750.00	
Website		2,767.50	
E-Fax	\$17 X12 (avg)	204.00	
Audit		2,500.00	

Employees and Contractors

Office Manager	Contract	38,900.00	
Office Help	Estimated	600.00	

51,571.50

**Wheelchair & Ambulatory Sports USA  
Proposed Budget Worksheet  
2012**

Equipment Rental Costs		3,560.00	
Insurance		21,876.00	
Dues and subscriptions			
IWAS		2,450.00	
IPC		100.00	
National Council on Youth Sports		150.00	2,700.00
Program Expenditures			
Juniors		3,562.50	
HOF		500.00	
ADF	would allocate admin expenditures	0.00	
RSO's		2,100.00	
NGB's		6,300.00	
Regional games development	Reimbursement for expenditures	1,000.00	
National Delegates Assembly		1,740.00	
International teams	would allocate insurance and admin exp	1,500.00	16,702.50
Travel		<u>1,000.00</u>	
<b>Total Estimated Expenditures</b>			<u><u>97,410.00</u></u>
	<b>Excess Expenditures</b>		<u><u>0.00</u></u>