MINUTES OF THE MEETING

OF THE BOARD OF DIRECTORS OF

THE UNITED STATES ROWING ASSOCIATION

April 29, 2020

Directors present (by video conference): Marcia Hooper (Chair), Darlene Disney, Greg Benning, Nick LaCava, Lisa Stone, Jimmy Sopko, Nobu Ishizuka, Matt Hughes, Meghan O'Leary, Charlie Haight, Joe Manion, Steven Shure (arrived late), Falesha Thrash (arrived late)

Directors Absent: Jamie Redman

Others present: Susan Smith (Interim CEO), Jim Weinstein (Interim CFO), Andrew Lee (outside counsel), Carol Randolph (consultant/guest; partial attendance), Chris Chase (Director, Youth Rowing; partial attendance); Clark Waterfall (executive search firm representative; partial attendance)

The Chair called the meeting to order.

Return to Training/Return to Work
Ms. Smith presented the Board with the USOPC's recently issued documentation concerning return to training and event considerations. Ms. Smith advised that it appears unlikely that USRowing will have any on-water events for the remainder of 2020 and stated that Matt Imes and the Medical Committee are working on adapting the USOPC guidance into a rowing-specific return to training. Ms. Hooper advised that the USOPC's guidelines designated rowing generically as a medium-risk sport, and singles rowing, in particular, as a low-risk sport. The Board discussed return to training guidelines, communications regarding the same, and potential implications for university facilities.

QuickBooks Online
Ms. Smith introduced Carol Randolph, a consultant who is assisting USRowing, on a volunteer basis, in transitioning to Quick Books Online. Ms. Randolph advised the Board about her background and experience with Quick Books implementation and updated the Board on the status of the transition project, including the expected launch of Quick Books Online on May 1. Ms. Randolph reviewed the project timeline and summarized the risks and rewards of the program. Ms. Randolph left the meeting at the end of her presentation.

Training Peaks Contract Approval
Mr. Imes presented the Board with a proposed multi-year sponsorship and service agreement between USRowing and Training Peaks. The Board discussed the agreement and the business terms of the proposed deal. Mr. Lee advised that the form of agreement should be updated for consistency with USRowing's standard sponsorship terms.

Mr. Benning made a motion to approve the business terms of the proposed deal and to authorize Mr. Imes to execute an agreement incorporating those terms into the form of USRowing's standard sponsorship agreement. Mr. Ishizuka seconded the motion, which passed unanimously.

Physical Therapy Protocol

Mr. Imes advised the Board that USRowing's New Jersey based physical therapist has cleared two negative Covid-19 tests and that the State of New Jersey has deemed physical therapy to be an essential service. Mr. Imes presented the Board with the current version of guidelines for resumption of physical therapy at USRowing's New Jersey facility and the Board discussed the same.

Fundraising Campaign Update

Ms. Smith presented the Board with a Phase 1 Summary of USRowing's fundraising campaign along with a summary of considerations for Phase 2.

Youth Rowing Update (Chris Chase joins)

Mr. Chase joined the meeting and presented an update on Youth Rowing. Mr. Chase advised that USRowing has booked 80 webinars through June 12, 2020 and that archived replays of the webinars are available in the membership portal, covering a variety of topics. Mr. Chase updated the Board on Level 1, Level 2 and Level 3 certifications. Mr. Chase also explained that a charter for the Junior High Performance Committee was being prepared by Mr. Ishizuka, based on the existing High Performance Committee Charter. Mr. Chase stated that he was evaluating the potential for virtual Olympic Development Program camps. Mr. Chase then advised that USRowing had received a $15,000 grant from USOPC to develop a long term American Developmental Model.

Sponsorship Update

Mr. Benning advised the Board that Traci Stocker is handling onboarding and servicing of sponsors as they come in, that he was expecting draft contracts for Johnson & Johnson and Apple sponsorships within in the coming days. Mr. Benning also updated the Board on sponsorships from Head of the Charles and webinar sponsors. Mr. Benning further advised that the Sponsorship Committee was in the process of interviewing candidates recommended by the National Rowing Foundation and by USOPC for a brand/organizational sponsorship position.

CEO Search Update

Mr. Waterfall joined the meeting and presented an update on the CEO search, including a description of current status and the ongoing process. A discussion ensued among the Board members about defining the role/responsibilities/expectations of and from the Search Committee. The Search Committee members stated that they would update the Board after further meetings.

Mr. Sopko made a motion to adjourn the meeting, which Mr. Haight seconded, and which passed unanimously.