

## 2010 FALL BOARD MEETING

October 29 – 30, 2010

Held at Embassy Suites

10110 US Highway 281 North, San Antonio, Texas, 78216

Board meeting at 3:00 PM Friday 29<sup>th</sup> to 12:00 PM Saturday 30<sup>th</sup> October

### Meeting called to order at 3:10 pm

Welcome Dick Dubose

Roll Call Wendy Coleman

#### *Current members of Board and roll call*

[Richard Dubose](#) (Colorado Springs, Colo.) - Independent Director, Chair - present

[David Simon](#) (Los Angeles, Calif.) - Independent Director – present

[Michael Halchak](#) (Tucson, Ariz.) - Independent Director - present

[Fred Coleman](#) (Madison, Wis.) - At-Large Representative - present

[Geoff Stensland](#) (Bellevue, Wash.) - At-Large Representative - absent

[Elaine Kong](#) (Torrance, Calif.) - Technical Official Director - present

[Andy Gouw](#) (San Jose, Calif.) - Coaching Director - absent

[Ruth Menchaca](#) (San Antonio, Texas) - Athlete Director - present

May Mangkalakiri (Los Angeles, Calif.) - Athlete Director - absent

(Note: Due to the resignation of Raju Rai as an athlete board member, May Mangkalakiri was added to the board as required because she is the USOC – AAC)

#### *Staff Members*

Dan Cloppas – CEO - present

Peggy Savosik – Programs and Financial Services - present

Mohan Subramaniam – Director of Coaching and High Performance – absent

Wendy S Coleman – Volunteer Recording Secretary – present

### Corrections/additions to minutes

Board Meeting Minutes – April 8, 2010. Motion to approve the minutes with minor spelling corrections and the two corrections listed below were made by R. Dubose, seconded by David Simon and approved by all. (See separate posting of corrected minutes on Website.)

-- #7 **Discussion about Board Meeting dates and timing** – Previous text was felt to be unclear. The following was recommended to replace the text for further clarity. “It was recommended that a discussion take place at the next board meeting to clarify the change to the meeting schedule adding a 3<sup>rd</sup> or 4<sup>th</sup> meetings and whether they would be held in person or electronically.”

Memo for the record - General membership meeting minutes – April 8, 2010. Approved and posted on website with Board Meeting Minutes – April 8, 2010.

USAB BOD funding group minutes – July 9, 10, 2010 – Fred Coleman made a motion that the Board review and accept these minutes. Moved by Michael, Second by Ruth. Motion passed. Two votes were taken with phone contact from other board members at the end of this meeting.

Telephone board Meeting – July 10, 2010. Motion to approve the minutes of the meeting

was made by Fred, Second by Dave. Motion passed. These minutes will be posted on the USAB website.

**Chief Executive Officer's Report – Dan Cloppas**

See Attachment #1

**Review Strategic Planning Priority List/Board Actions - Fred Coleman**

The board reviewed its previous designation of high and medium priority projects, and the funding committees discussion from July 9-10, 2010 – see the following:

High Priority Items

- a. USAB Olympic medal project
- b. Director of coaching and high performance
- c. USAB-Club partnership
- d. High performance advisory group
- e. Communications

Medium Priority Items

- a. Team USA
- b. International Team sponsorship
- c. Junior Elite Team Sponsorship
- d. Ranking and Rating/Membership services
- e. Regional Coaching workshops

The following priority items were discussed

**High priority items –**

1. USAB Olympic Project – currently significantly underfunded. Would have needed \$150,000 to fund the 2010 year. Were able to provide \$25,000 in funds. If a medal is the goal, \$200,000 would be needed to cover the costs of the 2011 year in order for the two players to train at an appropriate level. Will need to make a decision about their intentions by the end of the 2011 first quarter if there is enough time to train at a level that would still produce high enough rankings for a medal run. Other options of funding include the New York Athletic Club. Dan has been in discussion with Rob Weekes who has helped Fencing with finding additional funding sources. Discussion about the importance of having a plan in place to make use of whatever benefits we might have for this.
2. Director of Coaching and High performance – Fred Coleman updated the Board with progress from Coaching Clinics, Level I and Level II Instructors. All of these programs have been “self-funded” by participants
3. Club Partnership Project -Importance of USAB in providing valuable resources that clubs need. Importance of encouraging all programs in an area and staying neutral when starting programs and running training projects.
4. Communications – USOC is considering a “shared” services office in the building that USAB has just moved to. Another option is to have USAB have a designated lower paid staff person to work on communications. This person would work on regular communication via email/facebook to provide interesting content and current news. Ruth uses Facebook and will look into using Facebook for communication with other top competing athletes. Communication needs to be specific for the needs of the group being addressed. Youth and young adults have different communication needs and use

different resources than those who are 40 and above. Communication person should also develop stories about the 30 or so players in the USA who are internationally competing player.

### **Medium Priority**

1. Membership Services – Discussion of how to bring new people into the badminton program. Does Watkins's schools program introduce to badminton in a more organized way? Question if discounts to equipment would be a good item. Yonex would be able to tell us where they are selling racquets and other equipment.
2. Bringing Coaches (mentors) to Players – (review of Michael's report and spread sheet) – Refer to Coaching committee to see if this can be considered. Needs a marketing and coordinating person.

Motion was made to leave the priority list (what items are considered high or medium priority) as stated in the April, 2010 meeting minutes.

### **Fund Raising Discussion (See attachment #2 and #3)**

The board discussed attachments #2 and #3 regarding general funding strategies and the NYAC project.

Dan Cloppas reviewed choices for fundraising agents with USAB. Both Jim Scheer of 776 and Robert Weeks who has recently worked for US Fencing were considered.

Fred also reported on a recent conversation with Panita Phongasavithas. She is in the marketing field and will present a proposal from a group of young badminton athletes who have marketing experience and would like to work with USAB.

### **Budget Discussion**

**Core budget items** - Dan and Peggy presented core budget items that will change for 2011. At the time of discussion, USAB had not yet received notification of its USOC allocation for 2011.

Salaries – minor increases noted

Rent – lower than budgeted

Office supplies – less than expected so far although copy expenses may be an issue. Bulk copying may be less expensive if outsourced.

Storage – now have storage in the building and do not have to pay for additional storage site.

Office insurance – cost is less

IT services charge from USOC – may be higher than anticipated. Office was asked to obtain competitive bid for services if we have the option.

USAB has made a previous commitment to consider supplemental funding for likely medal contenders for 2012 Olympics (those having achieved rankings of 10 or higher in the past years). These funds would come from cash reserves and would be expended only if sufficient funding from USOC and independent sponsors was adequate for a “high likelihood of success” project. This will be reviewed at the Board's January 29, 2011 meeting.

**Requests for additional funding** – Motion to prioritize any additional funding to (court officials

travel, juniors high-level tournament travel, regional support, seniors program, support, coaching programming and salary).

**The following funding requests were noted (per year)**

1. Office increase of \$16,000 to cover increased costs of rent etc.
2. IT cost of \$12,000 (currently covered by increased membership dues revenue.
3. Court officials – requested an increase from \$10,000 to \$15,000. (See attachment #10)
4. Junior support – requested \$7000 for athlete expenses for team members at Junior Pan Am’s and Junior Worlds. The \$7000 for coaching requested to be supplied from the coaching budget. (See Attachment #15)
5. Coaching – requested \$50,000 for salary and program expenses. (See attachment # 7)

**The following revenue sources were discussed**

1. USOC request – pending
2. US BEF funding – Last year \$25,000 was requested, \$8,000 was received. New grant request will be written by January 1<sup>st</sup> to be submitted to USBEF Board meeting held the second week of January in Miami Lakes, Florida.
3. New sponsorships – see discussion above under fundraising, priority #1.

**Discussion**

1. IT – Continuing discussion of best services from Railstation, Tournament Software, and other sources. Emphasis on clear contract proposals with timelines and solid cost estimates. A spreadsheet identifying each area of IT services with proposals, timelines and costs will be developed by the recording secretary.
2. Because core revenues are unknown until USOC authorization is made, the board elected to set a priority listing for all funding requests. The priority list is as follows;
  - a. #1 Court officials
  - b. #2 Regional Support
  - c. #3 Seniors
  - d. #4 Juniors
  - e. #5 Coaching

Decision by Consensus – as soon as USOC funding is known, the Board will pass a formal budget.

**Committee Discussion**

**Standing Committees:**

1. Audit Committee - Dick Dubose (See attachment #4)
2. Ethics/Judicial - Dudley Welch (See attachment #5)
3. Nominating & Governance - Rick Mack (See attachment #6)
4. USAB Collegiate Report – Don Gobbie (See attachment 14)  
Suggestion to see if US athletes or their parents are interested in trying to work on additional support. Office to add club president and faculty advisor information to data base. Ask Don to send USAB office a project paper outline for the next 5 years for further discussion. Would consider designating reserve funding depending on the report we receive.

## Advisory Group Report/Updates

Coaching/High Performance –

Mohan Subramaniam (see attachment #7)

Report on Bay Area Badminton – Andy Gouw (see attachment 8)

Technical Officials - E. Kong/D. Carton (see attachment # 9, 10)

Para Badminton - Steve Kearney (see attachment #11)

Athlete issues - M. Mangkalakiri/R. Menchaca (AAC meeting (see attachment #12)

Athlete Meeting for USA elite athletes at the Sudirman Cup trials (February 4-6, 2011) – working paper (see attachment #13)

USAB Collegiate – Donn Gobbie (see attachment #14)

Board discussed the importance of badminton becoming an NCAA sport (long-recognized by USAB boards). Serious consideration should be given to raising funding for the project including support for starting new college teams, travel grants for playoff college teams and association with NIRSA.

## New Business –

**1. USOC Board of Directors Meeting (September 24-25, 2010)** – The USOC Board presented, discussed and passed the following statement:

Sexual and physical abuse is intolerable and in direct conflict with Olympic ideals. The USOC will work with its partners to play a role in promoting safe sport environments for athletes, with a goal of implementing new policies, safeguards and protective practices within six months.

A motion was made by Fred, seconded by David and passed by the board to affirm and support this statement.

**2. Change in charge for general liability insurance** – (Information item) Currently the cost is \$200 per year per club no matter how many venues. Change would be

Club with 1-3 venues	\$200 (no change)
Club with 4-6 venues	\$400
Club with 7-10 venues	\$600
Club over 10 venues	\$1000)

**3. USAB Club partnerships** - Geoff Stensland presented a proposal regarding a consultation meeting between USAB and badminton clubs. Issues discussed included; being clear about USAB's role, what USAB brings to the table, the fair distribution of USAB resources, shared marketing, and whether clubs should be considered in two categories. The general feeling was that privately owned badminton dedicated facilities (Type I Clubs) had many differences from small, community, recreation-center, college, and school facilities (Type II Clubs). Dan Cloppas and Fred Coleman will work further with Geoff to develop the next steps in meeting with Type I Clubs. Michael Halchak will develop a proposal for getting information from Type II clubs.

## Action Commitments of Board Members for next meeting

Richard Dubose

chair meetings

financial oversight

David Simon

NYAC project

With Dan C. review fundraising personnel

Consult on Yonex interim contract issues  
Consult on other sponsorship issues

Michael Halchak

Coach project for underserved areas  
Collect information on community clubs  
Coordinate with Mary Ann Bowles and Andrea re seniors issues

Fred Coleman

Coaching projects with MS  
Juniors' projects with JAG  
Write USBEF grant  
With MS and DC, USAB medal project  
With MS, team USA  
With MS and AAC, athletes meeting in Feb, 2011

Geoff Stensland

Develop model L & L program  
With DC and Fred C develop further steps with USAB/Type I Club relationships

Elaine Kong

Further steps with court officials program

Andy Gouw

Coaching advisory group  
Coaching development  
Assist with USAB/Club relations in Bay area

Ruth Menchaca

AAC reps meeting  
AAC-athletes- USAB trials meeting  
Facebook for athletes

May Mangkalakiri

AAC reps meeting  
AAC-athletes- USAB trials meeting  
Facebook for athletes  
USOC AAC rep

**Action Commitments of Staff Members for next meeting**

Dan Cloppas–

Sportscraft – USAB enclosure  
NGB questions  
National Travel System  
Shared services – Communication oversight  
Ongoing Yonex contract  
IT services

Peggy Savosik

Competitive internet services bid  
Competitive bid for copying services  
Brochure “Why join USAB”

Mohan Subramaniam

Coach development  
Sponsors  
USAB Olympic medal project  
Team USA  
Athlete meeting in Feb, 2011  
International representation issues

Wendy S Coleman – volunteer  
Spreadsheet on IT issues  
Board minutes

**Location & Date of Next Meetings**

2011 January meeting – Saturday, January 29. 11 am, Mountain Time, Short agenda by phone with email/internet available.

2011 Spring meeting – April 16, full day (8-3), full board, Colorado Springs

2011 Summer meeting –9:30am to 1, July 15, 16 Orange County, Hilton Suits

2011 October meeting, full day on Saturday – Boston with General Membership meeting. Date to be determined at Jan 2011 meeting.

**Adjournment – 11:30 am**

Minutes submitted by Wendy S Coleman, Board Secretary

Minutes reviewed by Richard A. Dubose, Board Chair

Minutes reviewed and approved by Dan Cloppas, CEO

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## **Attachment #1 Chief Executive Officer's Report – Dan Cloppas**

### Chief Executive Officer's Report

The Board strategic planning that started with the first meeting in April 2009 has continued and is moving ahead although slower than initially expected. We have identified numerous project papers but lack adequate funding to make them all come to fruition in a timely manner. The Board continues to work toward our key objectives with our Mission and Vision statements in mind:

#### MISSION STATEMENT

USA Badminton will foster the growth of badminton in the United States of America and competitive excellence by US athletes in international and Olympic competition.

#### VISION STATEMENT

Badminton has widespread participation and popularity in the United States of America and USA Badminton develops Olympic champions.

Developed key objectives are:

#### KEY OBJECTIVES

Objective 1: Increase number and satisfaction of members

Objective 2: Increase number of certified coaches and officials

Objective 3: Enhance Community programs

Objective 4: Support multiple training paths for athlete development

Objective 5: Increase USAB generated revenue

Objective 1 - Increasing the number and satisfaction of members has made progress in several ways. Railstation has developed a solid membership entry and member registration portal, established adult rankings and is working with seniors and juniors to finish ranking programs. The USAB tournament software continues to be upgraded and refined. Collegiate and recreational league programs are still being tested with Donn Gobbie and club software for ladder competition in clubs is being analyzed and tested by Geoff Stensland. Member satisfaction continues to be analyzed by At-Large Board member Fred Coleman and USAB staff members through attendance at regional board meetings and visiting clubs throughout regions (the San Francisco area, LA area and NY area have been visited and San Antonio at this board meeting), visiting tournaments and asking questions about membership, USAB National Office and Board support and areas where members would like to see change or improvement.

Objective 2 - Increasing the number of certified coaches and officials has been a high priority and Mohan and Fred have been working tirelessly to finish coaching training modules and plans for extensive training sessions for 2011. USAB coaching policy has been defined, developed and published. Training manuals are in progress. A recent coaching clinic in the Chicago area was conducted for inner city coaches in September in conjunction with World Sport Chicago. Dave Carton, Elaine Kong and the Technical Officials Advisory Group have been very active certifying officials throughout the country and recently developed an outline for Technical Official development. They continue to support all our major tournaments with high quality and knowledgeable technical officials.

Objective 3 - Enhancing COMMUNITY programs is continuing through programs such as the World Sport Chicago inner city initiative, development of Railstation software for recreational programs and leagues, availability of low cost equipment through Yonex, regional training opportunities for community and school coaches and communication and publicity of local clubs throughout the nation. The plan for establishing a shared services program in our new national office building to enhance our website, create more exchange between clubs and membership and convey timely news is progressing and should be

established soon.

Objective 4 - Supporting multiple training paths for athlete development is being analyzed through the High Performance Advisory group in coordination with the USOC, the Collegiate and recreational structure through Donn Gobbie, junior development through the Junior Advisory group, and support of club partnerships with USAB through our At Large representatives.

Objective 5 - Increasing USAB generated revenue is being analyzed through review and discussion of 14 project papers. USAB CEO, Dan Cloppas and Board member, David Simon has been actively working with several fundraising entities and are close to having some concrete initiatives in action. The USAB Performance Plan was presented to the USOC Working group on August 20<sup>th</sup>. Presenting were Dick Dubose, Fred Coleman, Dan Cloppas and Mohan Subramaniam. Feedback from the presentation was good and USAB will be given the USOC allocation on November 1, 2010.

USAB is financially stable and in compliance with Federal, State and USOC regulations at this time. The 2009 Waugh & Goodwin commercial audit has taken place since the past board meeting and results have been reviewed by Board Chair, Dick Dubose and the National Office staff. The overall report was favorable and the report findings are detailed in the Audit Committee report to the Board.

The Tony Gunawan and Howard Bach London project is strengthening with numerous USAB staff and Board member meetings taking place with the athletes. Dan Cloppas, Mohan Subramaniam and May Mangkalakiri met with the USOC Partnership group on September 29<sup>th</sup> and discussed the 2011 plan and what support the USOC can supply to help the athletes. Several USOC staff members have performed an analysis of training and funding plans for the remainder of this year and for 2011.

## **Attachment #2**

### **Sponsorship & Fundraising Report – David Simon**

Following is my report on the items I was asked to review at the July Funding Committee meeting.  
David Simon

#### **Item #1 - Review List of all Sponsorship Opportunities**

I have reviewed all current USAB sponsorships. The only significant cash sponsorship is of course with Yonex, which is covered in the next paragraph.

The other sponsorships are with K & D Graphics (VIK Printing for the USAB office) and Sportime, from whom we get a percentage of sales for branded elementary and middle school badminton sets. Through the USOC, we also have relationships with United Airlines and Hilton Hotels for discounted room rates and airfares.

#### **Item #2 - Yonex Contract**

I have reviewed the current contract, which runs through 2012, and have discussed it with Dan. Because of the importance of the Yonex relationship, I recommend that a small committee be formed to address issues associated with extending the contract beyond 2012.

#### **Item #3 - NYAC Project**

Following up on the earlier work done by Mohan and Dan, on September 4, I met in New York with Luis Rey of NYAC at their club. To summarize a very fluid situation: The renovation of NYAC's badminton facility is scheduled to be completed in December. However, based on Tony and Howard's calendar, we now are looking at a February date for a top level badminton exhibition to help NYAC inaugurate their new courts. If done right, this will be an opportunity for us to get meaningful exposure to the companies represented within NYAC's membership, while also allowing us the chance to get our sport in front of the national media (the Wall Street Journal, New York Times, etc.). An update will be available at the Board meeting in San Antonio.

#### **Report to the USAB Board of Directors**

##### **Item #4 – Foundation Planning Project**

I have not done a comprehensive study of this topic but I have confirmed that at least several NGBs – possibly a majority of them – have their own foundations. It would be interesting to know exactly how many NGBs have foundations and what cash reserves each one has, but it is beyond my capability to research that question from Los Angeles. If we assume for purposes of discussion that USAB can easily set up a new foundation, the question then becomes how that foundation would be funded.

The traditional sources of foundation funding are: Individual contributions, corporate contributions and/or grants from other foundations. I suggest we discuss at the meeting the potential for us to raise funds from each of these sources for the proposed new foundation.

## Attachment #3

### NY Athletic Club Project - By Mohan Subramaniam

I spoke to Luis today, Oct 13, 2010

#### Findings

- I sensed that they have concerns about footing the bulk of the funds
- but they have passion!
- they prefer to have the event as soon as the venue is ready
- they would like to have an exhibition
- and also pro-member partners competition with prize money
- 

#### My proposal to them

- invite 4 pairs ( I suggested and they are happy with this) - I will explain below
- I will develop a budget and program for further discussion
- target January or February when TGHB are not traveling

#### My thoughts

##### Proposed plan

- Best time = Feb 4-6, 2011
- Invite - TGHB, Sameera Gunatileka + Vincent Nguy (SGVN), 1 Indonesian pair and 1 Canadian pair
- We should use this opportunity ( for another exhibition for the public in one or two more places. All expenses to be raised by local organizer.
- Budget for travel for Indonesian pair could come from USOC sparring ( we need to keep the Indonesian pair for at least 2-4 weeks in the US for TGHB benefit)
- Budget for Canada pair could come from NYAC
- Using SGVN, we are exposing our second pair
- 

##### Proposed budget

<b>1. Travel</b>	1.1. Indonesian pair	= \$1,500 x 2	= \$3,000	
	1.2. TGHB	= \$400 x 2	= \$800	
	1.3. SGVN	= \$100 x 2	= \$200	
	1.4. Canadian pair	= \$400 x 2	= \$800	
				\$4,800
<b>2. Accommodation`</b>	200 x 4 rooms x 3 nights	=		\$1,200
<b>3. Meals</b>	\$75 x 8 persons x 4 days	=		\$2,400
<b>4. Honorarium</b>	\$500 x 8 persons	=		\$4,000
	<b>Total</b>	=		<b>\$12,400</b>

##### Partnerships & Sponsorships

- Yonex , drinks company, local TV, NE Badminton, NYAC, Indonesian Consulate/Embassy, Canadian Consulate/Embassy, etc.

##### Next Steps

- Decide yes/no
- Form organizing group - USAB + NE Badminton + NYAC + Yonex
- We have to start now because to get the Indonesians it will be a hassle ( and I can solve it through Tony & the Indonesian Embassy!!!)

### Personal opinion

This is worth it! We won't spend that amount of money because we can link several projects ( I exaggerated the figures!) Benefits = regional development, visibility, USA takes the lead!, connections, athlete development, a mini clinic for adults + youth in a NY club + branding

Regards

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Mohan Subramaniam

Director :: Coaching & High Performance

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[www.usabadminton.org](http://www.usabadminton.org)

Tony/Howard conversation- Oct 14, 2010

I spoke to NYAC yesterday.

They would be keen to have an exhibition match and also some internal pro-amateur doubles competition ( with some prize money) in conjunction with the new/renovated gym. Their gym opens in December and they are hoping January or February or earlier.

USAB looks at this as an opportunity to achieve a number of things in conjunction with the both of you:

- funding contacts , selling the sport, Partnerships & Sponsorships, Yonex, drinks company, local TV, NE Badminton, NYAC, Indonesian Consulate/Embassy, Canadian Consulate/Embassy,
- I thought out this way and I have already proposed to the USAB group in charge ( I have made no commitments to NYAC yet)

Proposed plan

- Best time = ????
- Invite - TGHB, Sameera Gunatileka + Vincent Nguy (SGVN), 1 Indonesian pair and 1 Canadian pair
- We should use this opportunity ( for another exhibition for the public in one or two more places. All expenses to be raised by local organizer.
- Budget for travel for Indonesian pair could come from USOC and/NYAC ( we need to keep the Indonesian pair for at least 2-4 weeks in the US for TGHB benefit)

Benefits = regional development, visibility, USA takes the lead!, connections, athlete development, a mini clinic for adults + youth in a NY club + branding

### What I need from you

- advise on best dates ( note Sudirman Cup Trial - Feb 4-6; your Malaysia + Korea trip in January)
- advise on which Indonesian pair we can bring for sparring for short term ( note - we can work with Indonesian Embassy; in fact we can involve them and so visa and other processes can be easier)
- how much we need to spend for this pair
- how long you want them to stay and spar with you ( remember your idea of second pair/pairs and hence my idea to involve Sam and Vincent in the NYAC project)

Please let me know early and I can then go to next steps. Call me if you need more info.

## Attachment #4

### USA Badminton Audit Report Chairman – Dick Dubose Member – Geoff Stensland, Member – Ruth Menchaca

The following actions were taken by the USA Badminton Audit Committee during the period April to October, 2010:

1. Reviewed financial statements at least monthly
2. Reviewed Civilian Audit for 2010 – see remarks below
3. The USAB acid test ratio (cash + accounts receivable + short-term investments divided by current liabilities) is a very healthy 8.68 to 1 as of Sept. 30. A healthy organizational acid test ratio is 1.1 to 1.

#### **Response to Audit conducted by Waugh & Goodwin, LLP**

##### 1. Check Signers

Currently, the CEO is the only signer on the Corporation's checking account. The Financial Policies and Procedures Manual states that the President will be authorized to sign checks in the CEO's absence.

“We recommend that the President become a signer on the account as soon as possible.”

USA Badminton has added the President/Chairman of the Board to the checking account

##### 2. Vacation Tracking

“We noted that vacation time is not being monitored by the outside payroll service nor is it being monitored in-house.”

USA Badminton has set up vacation tracking through its payroll service, Paychex.

##### 3. Credit Card Statements

It was noted that several receipts were missing from or attached to the wrong credit card statement.

“We recommend that credit card statements not be filed until all receipts have been attached. When a receipt is impossible to locate, an explanation should be provided.”

The USAB accountant will be much more vigilant in the future regarding receipts. In addition the President/Chairman is reviewing all credit card statements.

##### 4. Policies

“We recommend that the Corporation's process for determining CEO and key employee salaries be included in the Financial Policies and Procedures Manual.

We also recommend that the whistleblower policy be included in the Personnel Policies Manual.”

The Financial Policies and Procedures Manual as well as the Personnel Manual are in the process of being corrected and updated to include the above recommendations.

## **Attachment #5**

### **ETHICS/JUDICIAL COMMITTEE REPORT**

By Dudley Welch

The Ethics/Judicial Committee has not had any significant business to report to the board since the last meeting in April 2010.

The Ethics/Judicial Committee has developed and reviewed the Code of Ethics for the Board and Staff of USAB. The Board and Staff of USA Badminton was in bylaw compliance with signed copies submitted for 2010. All existing and newly elected Board members and USAB staff must sign the document after January 1, 2011 and before the annual Spring Board meeting in April 2011.

There have been no administrative grievances and right to participate matters filed with USAB since the last meeting.

## Attachment #6

### USA Badminton Nominating and Governance Committee Report October 29, 2010

From: Rick Mack, Chair

#### Other Committee Members

Mary Ann Bowles, member

David Simon, member

Howard Bach, member

In accordance with the bylaws excerpts that may be found below, the Nominating and Governance Committee will identify and evaluate candidates for the following board positions that will expire in 2010. All incumbents are authorized to seek reelection.

Independent Director	Michael Halchak
At-Large Representative	Geoff Stensland
Technical Official Director	Elaine Kong
Athlete Director	Ruth Menchaca

The other Athlete Board Representative, Raju Rai recently resigned due to work commitments. He will be replaced by AAC rep May Mangkalakiri in accordance with the bylaws. We will ask Michael, Geoff, Elaine and Ruth if they wish to run again, and if they do, to submit their resumes. We will also place an article on the website asking USAB members if they wish to run for Independent, At large and Technical Official positions

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#### Bylaws Excerpts:

The Board of Directors shall be elected/selected as follows:

- a. Independent Directors. The Nominating and Governance Committee shall select, using whatever process the Nominating and Governance Committee determines to be appropriate, three (3) Board directors from among individuals considered to be independent, as that term is defined in Section 7.7.
- b. Athlete Directors. The two (2) athlete Board directors shall be elected by athletes as follows: 1). The USAB Athletes' Advisory Council shall elect from among its members, by majority vote, pursuant to Section 11.7. of these Bylaws, an individual who shall be an athlete director. 2). The other athlete director shall be USAB's representative to the USOC Athletes' Advisory Council, elected pursuant to Section 12.3. of these Bylaws.
- d. Technical Official Director: The Nominating and Governance Committee shall solicit nominations of technical officials who are at least national level officials. The nominees will be considered by the Nominating and Governance Committee. The Nominating and Governance Committee shall select at least two (2) individuals, assuming at least two are nominated and meet the minimum requirements, from those nominated who shall then stand for election. All current USAB technical official members shall then vote for the Board director. Each USAB technical official member shall have one (1) vote. The individual with the highest vote total is elected.
- e. At- Large Directors: The Nominating and Governance Committee shall solicit nominations of individuals, from each of USAB's regions. The nominees will be considered by the Nominating and Governance Committee. From those nominated, the Nominating and Governance Committee shall select one (1) individual from each region who shall then stand for election. All current USAB members shall then vote for two (2) directors. Each USAB member club shall have one (1) vote. The two (2) individuals with the highest vote totals are elected.

The Nominating and Governance Committee shall:

1. Identify and evaluate prospective candidates for the Board;
2. Select individuals to serve on the Board as provided in these Bylaws;
3. Recommend as requested by the Board individuals to serve on various committees and task forces;
4. Consult with the Ethics/Judicial Committee with respect to vetting all nominations for potential conflict of interest or other problematic background issues;
5. Develop and recommend to the Board for its consideration an annual self evaluation process of the Board and its committees and task forces;
6. Perform such other duties as assigned by the Board.

In considering a candidate for nomination to the Board, the Nominating and Governance Committee takes into consideration:

1. The candidate's contribution to the effective functioning of USAB;
2. Any potential or impending change in the candidate's principal area of responsibility with his or her company or in his or her employment;
3. Whether the candidate continues to bring relevant experience to the Board;
4. Whether the candidate has the ability to attend meetings and fully participate in the activities of the Board;
5. The candidate's reputation for personal integrity and commitment to ethical conduct;
6. Whether the candidate has developed any relationships with another organization, or other circumstances have arisen, that might make it inappropriate for the director to continue serving on the Board; and

Any other qualification the Nominating and Governance Committee deems appropriate to select a qualified and capable director.

## Attachment #7

# Coach Development & High Performance

By Mohan Subramaniam

## Coach Development & High Performance

- The Coaching Department consists of the: Coaching Advisory Group [CAG], High Performance Advisory Group [HPAG], and Regional Coaching Directors Group [RCDG]

## Coach Development

### The USAB Coaching Advisory Group

- The Coaching Advisory Group [ CAG] is a group of expert individuals who assist and/ provide feedback to the Director of Coaching & High Performance [DCHP] in all matters pertaining to coaching
- They are made up of: Andy Gouw, Andy Chong, Fred Coleman, Abi Bautista, Wendy Carter, Rusli Ignatius
- They have a two year term from October 15, 2010-December 1, 2012

### USAB Coach Development Program

- The USAB Coach Development Program (CDP) has moved away from a 5-level course. Instead, it is a *“combination of levels and needs* of the participating community”.
- **The mission of USAB CDP** is *“to provide safe and quality coaching services for the badminton community.”*
- **CDP philosophy**
  - Coach empowerment - coaches to be self responsible for their own growth
  - Direction centered – USA focused:
    - Coaches have to complete two compulsory face to face modules – i.e. USAB Coaches Ethics & Conduct which has been adopted from USOC and USA Athlete Rights
    - Ability to communicate in English
  - Continuous learning ( emphasis on Continuing Education Units)
  - Mentoring ( tapping experience and knowledge)
  - Assessment ( review and confirming competencies) to get into and to move up between and within tracks
- USAB has an agreement with ASEP - American Sports Education Provider (Human Kinetics) at no cost to USAB
- **USAB Coach Development Program Features**
  - The USAB CDP is a community centered program which has two tracks – *“Community Track and High Performance Track”*:
    - **The Community Track** involves participants who engage in the sport for fun, health and also compete occasionally within their ability groups.
    - **The High Performance Track** involves athletes who are training seriously to be competent enough to compete at international level.
  - The CDP aims to help coaches to develop continuously in their field of expertise. It is not a progress “hop the level-ladder” CDP as in the past.
  - The CDP is U.S. centered and ensures that any foreign coaches or former international or world-class players who intend to venture into coaching in the USA at any level or track have to undergo assessment and meet the entry prerequisites.

- All potential coaches who are interested in a certification course have to satisfy the entry prerequisite:
  - relevant ASEP (American Sports Education Program – a branch of Human Kinetics),
  - complete background check (through USOC approved NCSI),
  - First Aid & CPR
  - and be an active USAB member.
- Coaches who are interested in progressing as Advanced Community Coaches or to move into the High Performance Track require a coach to be assessed for competency
- Assessors and Course Instructors have also been trained simultaneously during these pilot courses.

### **Community Track Courses**

- **Badminton Basic**

This is a non certification introductory clinic to promote the sport and attract people who intend to get into formal coaching. It is open to anyone above 14 years old (members and non-members)

- **Junior Coach**

- Open to members only between 14-18 years old and must have met pre-entry prerequisite (1) USAB member and (2) USAB Start Coach induction
- This course aims at preparing junior coaches to work primarily as assistants at the Junior National level.

- **Level 101: Youth Coach Course**

- Open to members only above 18 years old – parents, elementary school teachers and volunteers can attend after completing pre-entry prerequisite
- This course aims at introducing and teaching very young children between 6-12 years old.

- **Level 1: Community Coach Course**

- Open to members only - Level 101 Youth Coaches, Parents, middle & high school teachers, volunteers, community & recreation center coaching staff and players over 18 years old can attend after completing pre-entry prerequisite
- This course aims at introducing and teaching beginner youth and adults who are at the recreational level.

- **Level 2: Community Coach Course**

- Open to members only - Level 1 Community Coaches, parents, middle & high school teachers, volunteers, community & recreation centre coaching staff and players over 18 years old can attend after completing pre-entry prerequisite
- This course aims at teaching intermediate to advanced youth and adult playing at the recreational level.

- **Level 3: Community Coach Course**

- Open to members only - Level 2 Community Coaches, parents, middle & high school teachers, volunteers, community & recreation center coaching staff and players over 18 years old can attend after completing pre-entry prerequisite and attend an assessment to evaluate their competencies
- This course aims at teaching intermediate to advanced youth and adult playing and competing at the recreational level.

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### **High Performance Track Courses**

- **Level 1 High Performance Coach**

- Open to members only; Former USA players now coaching *High Performance Track (HPT)* players over 18 years old can attend after completing pre-entry prerequisite
- This course aims at teaching intermediate to advanced youth playing and competing in the *High Performance Track*.

- **Level 2 High Performance Coach**
  - Open to members only; Former USA players now coaching *High Performance Track (HPT)* players over 18 years old, Level 1 High Performance Coaches, Level 2 Community Coach, Level 3 Community Coach and active uncertified USA coaches with long history of working with players in the *HPT* as well as coaches with foreign certification and former world-class players can attend after completing pre-entry prerequisite and as assessment
  - This course aims at teaching intermediate to advanced youth and young adult players playing and competing in the *High Performance Track*.
- **Level 3 High Performance Coach**
  - Open to members only; Level 2 High Performance Coaches and active uncertified USA coaches with long history of working with players in the *HPT* as well as coaches with foreign certification and former world-class players can attend after completing pre-entry prerequisite and as assessment
  - This course aims at teaching intermediate to advanced elite juniors and adult players in the *High Performance Track* preparing for international competitions.
- **Level 4 High Performance Coach**
  - Open to members only; Level 3 High Performance Coaches can attend after completing pre-entry prerequisite and as assessment
  - Level 3 High Performance Coaches, active uncertified USA coaches with long history of working with world-class players in the *HPT* as well as top class foreign certified coach with proven track record can apply to attend after completing pre-entry prerequisite and assessment
  - This course aims at working with top USA international and world-class adult players in the *High Performance Track* preparing for international competitions.

#### **2009-2010 Coach Development Projects**

- Coaching Department Meeting to set directions and projects ( Colorado Springs -September 28-30, 2009)
- Coach Development Pathway review ( Maryland - November 7, 2009)
- Coach Development Pathway updating and Regional Coaching Director Meeting planning (Colorado Springs - March 12-14, 2010)
- Coach Development Pathway and curriculum review ( New York April 3, 2010 & April 5-6, 2010)
- Coaching Department Meeting – emphasis on Regional Coaching Directors ( Orange County - April 8, 2010)
- Coach Development Project – Level 2 Community Coach Course finally preparation (Madison – May 20-22, 2010)
- Two pilot Level 2 Community Coach projects – New York ( May 29-30, 2010) and Seattle (June 5-6, 2010)
- Trained 3 Assessors and 2 Course Instructors for Level 2 Community were trained at the same time ( New York -May 29-30, 2010 and Seattle - June 5-6, 2010)
- Appointed Coaching Advisory Group for 2010-2012
- Reorganize certified coach data (October 2010)
- Update certified coach by direct contact with coach members (October 2010)

#### **High Performance**

##### **The High Performance Advisory Group**

- The High Performance Advisory Group [HPAG] is a group of individuals who assist the Director of Coaching & High Performance [DCHP] in matters pertaining to high performance athlete development.
- They consist of: Andy Chong, Ben Lee, Johannah Lee, Fred Coleman, Mesinee Mangkalakiri
- They have a two year term from October 15, 2010-December 1, 2012

### **2009-2010 High Performance Projects**

- Thomas and Uber Cup Qualifiers in Lima, Peru. Both young teams performed credibly. The Uber Cup Team qualified for the finals in Kuala Lumpur.
- Youth Olympic Games- Cee Nantana Ketpura qualified for the YOG (Singapore) as the Pan Am Girl's Singles champion; Zenas Lam was invited for the YOG based on his 2010 World Juniors Championships performance
- USA participated in the 2010 World Junior Championships in Guadalajara, Mexico
- Involvement of Athlete Rep on the USAB and USAB Athlete Advisory Council; Athlete survey done by Ruth Menchaca mid-June
- Development of High Performance Plan for the USOC ( August)
- Formation of HPAG to assist the Director of Coaching & High Performance
- Review High Performance Coach Pool [HPCP]. HPCP will service USA Teams for major events, especially the team events. New group to be formalized by November 1, 2010. Their service term will be from November 1, 2010-December 1, 2012.
- Informal meeting with USOC/USAB Athlete Advisory Council Rep, Mesinee Mangkalakiri concerning 2011 Pan Am Games Athlete Selection Procedures and USA High Performance Athlete Meeting Agenda
- Finalized 2011 Pan Am Games Team Leader and Coach Selection Procedures
- Finalized dates and venue for 2011 Team USA (Sudirman Cup) Trial- February 4-6, 2011 (OCBC, Orange County, CA)
- Finalized activities for 2011 Sudirman Cup Trial: Meetings involving, HPAG, CAG, HPCP and the USAB Athlete Advisory Council Group (AACG) and HP Athlete Meeting.
- Finalized dates for 2011 Pan Am Games trials– June 10-12, 2011
- Project in planning with the New York Athletic Club involving Tony Gunawan-Howard Bach and other second tier doubles for badminton promotion and fundraiser
- Meetings with high performance coaches in New York ( April), Los Angeles ( October) and San Francisco ( November)
- Junior High Performance Parent Group meeting in San Francisco regarding drugs, coach related matters and performance development

**COACHING & HIGH PERFORMANCE BUDGET**

	<b>COACHING</b>	<b>HIGH PERFORMANCE</b>	
<b>Income 2010</b>			
<b>Project / Activity/ Persons</b>	<b>Projected Amount</b>	<b>Projected Amount</b>	
<b>Core 2010</b>	\$25,000	\$25,000	
<b>Expense 2010</b>			
DCHP (Salary, Travel, etc)	\$23,000	\$23,000	
Coaching Department Meeting		\$4,380	
Team USA (Prelims & Finals) & Junior International		\$23,625	
<b>Total</b>	<b>\$23,000</b>	<b>\$51,005</b>	
<b>Total Total</b>			<b>\$74,005</b>

	<b>COACHING</b>	<b>HIGH PERFORMANCE</b>	
<b>Income 2011</b>			
<b>Project / Activity/ Persons</b>	<b>Projected Amount</b>	<b>Projected Amount</b>	
<b>Core 2011</b>	\$25,000	\$25,000	
<b>Expense 2011</b>			
DCHP (Salary, Travel, etc)	\$25,500	\$30,500	
Group Meetings ( HPAG, CAG, RCDG, AACG)	\$4,750	\$3,550	
Team USA( Sudirman Cup), HPCP, Junior International, Team USA Camp		\$54,250	
<b>Total</b>	<b>\$30,250</b>	<b>\$88,300</b>	
<b>Total Total</b>			<b>\$118,550</b>

## Attachment 8

### Report on the Bay Area Badminton

Andy Gouw

#### **Overview:**

This year we have a few additional badminton facilities opening up in the area.

The first one is Bay Badminton I (8 courts) in S. San Francisco, followed by California Badminton Academy (18 courts) in Fremont, and in Aug, Bintang in SSF. (26 courts).

Scheduled to open in November will be Bintang V in Milpitas. Also, changes in ownership followed with Smash City acquired by Bay Badminton, and Golden Gate I became Royal Academy and Golden Gate II became East Bay.

#### **Climate:**

Clubs are getting polarized, and harder to deal with. If I were to spend a little time on one club, the rest looked upon me as a competitor. We started a coaching program with Ben Lee at California Badminton, in hope to lure serious players to come together, but without funding or recognition from USAB the program is floundering. I understand that recognition from USAB may alienate other clubs, but unless we built our own gym, nothing is going to happen,

#### **Suggestions:**

Since we have limited funds to work with, we could increase the number of Regional Representatives in the area, one for each club. If they can be a direct part of the organization, they will be more apt to be a part of the bigger picture. They don't have to be Level I or higher certified, but more as a means of communication with USAB. They can set up their coaching clinics with the help of the USAB Coaching dept., and later hold their own. Also, from my standpoint, my job titles are redundant; all I need is one title. We have a lot of capable people in the area that are willing to be the RCD and more people involved will be better for the organization.

To make Coaching certification work, we need USAB to take a firm stand as far as sending coaches to international tournaments, such as Jr Pan Am, Pan Am, Sudirman etc. We should give newly certified coaches with a minimum Level II Elite first chance at coaching at the U.S. represented international tournaments. We can make it a "value" for these coaches if we include them as official coaches for many of players competing to get to the Olympics. It's a sad case to see that most of our players did not have a coach on the sideline at the recent Guatemala tournaments, while other countries less fortunate than ours have at least one.

## Attachment #9

# Technical Officials Overview

Elaine Kong

Technical Officials (TO's) are an important group of experts who play a critical role in the development of the game. USA Badminton is committed to developing and maintaining the skills of its TO's in order that its members are served by top level TO's for its events in the United States. The coordination and management of TO's for USA Badminton is the responsibility of the Technical Officials Advisory Group (COG)

TO's should be current and active USA Badminton members and represent USA Badminton when they are active in their officiating duties. Generally USA Badminton TO's would only officiate at sanctioned events. TO's fill out an annual record of work and submit this to the Chairperson of the COG to document that they are current and active. When a TO demonstrates that he is not active, his name will be placed in the inactive list for TO's until such time as he documents that he is active again.

## USA Badminton Umpire Development Route

### Regional Level Umpire

The Regional Umpire is the first level of recognized officiating. The umpire should have familiarity with the Laws of Badminton, have been introduced to the recommendations to Technical Officials, be able to use the umpire's score sheet, understand the importance of using proper umpire vocabulary, be able to call obvious faults and lets during a match, and be able to identify and call obvious service faults during a match

Generally the candidate would attend an umpire clinic offered by a National Level umpire which normally takes several hours. Most clinics are run coincident with a competition where the candidates can gain on court practical experience. The clinician would also generally administer a one hour written exam which goes over the Laws of Badminton and the recommendations to Technical Officials.

On successful completion of the exam and on court experience the candidate would have his name submitted to the USAB office as a new Regional USAB umpire. The umpire would receive a certificate and official umpire shirt from the office forthwith.

Regional Level umpires must officiate 10 matches per year in order to remain active.

### National Level 1 Umpire

After having attended a number of tournaments to gain on court experience the candidate can ask to be evaluated for National Level 1 umpire. A candidate for this level should demonstrate proper use of umpire vocabulary, have adequate voice projection and tone of voice, have comprehensive knowledge of the Laws of Badminton and the Recommendations to Technical Officials and be able to demonstrate that in a two hour written test. He/she should be able to identify and call each type of fault and lets during a match, demonstrate control of the court and its surroundings in numerous matches, be able to identify and call each type of service faults during a match, and be able to demonstrate the ability to umpire and service judge domestic tournament matches up to and including the semi-finals of Adult Nationals. Generally a period of evaluation of one year will pass prior to further advancement. Umpires at this level can anticipate being invited to umpire at tournaments in his/her region with an occasional appointment to a national tournament outside of his region.

While working at a tournament the umpire should expect a per diem payment of \$35 per day and food and accommodation being provided by the tournament committee.

National level 1 umpires must officiate 25 matches per year in order to remain active.

### National Level 2 Umpire

Assessment for National Level 2 could occur after an umpire has attended an appropriate number of tournaments as determined by the COC and has shown that he/she consistently applies the Laws of Badminton and Recommendations to Technical Officials during play.

He/she should demonstrate the ability to maintain control of the court and its surroundings under pressure situations.

He/she should consistently be able to correctly call each type of service fault.

At this level the umpire would have the ability to umpire and service judge all domestic tournament matches up to and including the finals of Adult Nationals, and early rounds of the U.S. Open up to and including the Quarter Finals.

He/she should demonstrate team work and camaraderie within the Technical Officials team working various events.

He/she demonstrates sufficient ability to be appointed to a Pan American event and is capable of conducting an umpire clinic for Regional Level umpires.

Generally a period of evaluation of one year will pass prior to further advancement.

National Level 2 umpires must officiate 35 matches per year in order to remain active.

### National Level 3 Umpire

An umpire at this level consistently applies and demonstrates knowledge of the Laws of Badminton and the Recommendations to Technical Officials. He/she is viewed by his peers and players in general as knowledgeable in these areas. He/she has the ability to umpire and service judge matches up to and including semi finals of the U.S. Open and demonstrates sufficient ability to be appointed to an International exchange tournament. He/she conducts umpire training for regional and National level umpires. Generally one year of evaluation will pass prior to further advancement.

National Level 3 umpires must officiate 50 matches per year in order to remain active.

### Pan American Accredited Umpire

After having demonstrated sufficient experience and working capability an umpire will be recommended by the COC to be evaluated for Pan American Accredited level. Along with attending a Pan American event for on court assessment the umpire will take a 90 minute written examination. Usually a two year period of evaluation will pass prior to further advancement. The umpire can anticipate at least one Pan American appointment opportunity each year.

Pan American Accredited umpires must officiate 100 matches per year in order to remain active.

### **Pan American Certificated Umpire**

After having demonstrated sufficient experience and working capability an umpire will receive further assessment from the Pan American COC with the agreement of the USAB COC. Usually a two year period of evaluation will pass prior to further advancement. The umpire can anticipate at least one Pan American appointment opportunity each year.

Pan American Certificated umpires must officiate 100 matches per year in order to remain active.

### **Badminton World Accredited Umpire**

After having demonstrated sufficient experience and working capability an umpire will have the opportunity for further assessment from the BWF umpire assessment committee. This assessment is usually held at one of the BWF events during the year such as the Thomas/Uber cup, Sudirman Cup, or World Championships and includes on court evaluation and a 90 minute written test. Usually a two year period of evaluation will pass prior to further advancement. The umpire can anticipate at least one BWF appointment opportunity each year.

BWF Accredited umpires must officiate 100 matches and work ten tournaments per year in order to remain active.

### **Badminton World Certificated Umpire**

This is the highest level of Badminton umpires on the world stage. The umpires in this class generally receive opportunities to umpire at least one BWF event per year along with various continental appointment opportunities. The Olympics is reserved for this class alone along with the Thomas and Uber Cup finals.

BWF Certificated umpires must officiate 100 matches and work ten tournaments per year in order to remain active.

## Attachment #10

### 2011 Technical Officials Advisory Group Budget Proposal

Dear Board of Directors,

We hereby submit our proposal for the 2011 budget for Technical Officials for USA Badminton. Our reasoning for funding the number of events was because of the increase in the number of qualified umpires brought about by our continuing effort to recruit and train new officials. This makes it essential that we provide for their advancement and development by having as many as possible attend the higher level tournaments listed in our proposal. Even this list does not provide enough opportunity for interaction of officials from different areas of the country which is essential to proper instruction, but considering our budgets the last several years we believe we can be productive at this level. We currently have over 120 Regional umpires and 35 National level and higher umpires. During the next 5 years we feel that we need to grow our umpiring corps to more than double its current Regional level and triple the National level and higher in order to properly officiate the tournaments we are being asked and required to staff. We plan to run clinics at 5 major tournaments annually as a minimum and are putting together a training manual so that the lesson plan is standardized. We have in place a required Referee report which details all aspects of a competition including decisions the Referee was required to make in controversial situations, yellow and red card use toward players on court, injury and disciplinary reporting, along with reporting about withdrawals from events either excused or not. These reports can be used to good effect to help a tournament organizer improve their event for the future as well as provide the Board of Directors with clear evidence of player misconduct so that remedial measures can be taken. Thank you for your kind attention.

Respectfully submitted for the Technical Officials Advisory Group by

David R. Carton, Chairperson

#### USA BADMINTON COURT OFFICIALS COMMITTEE 2011 BUDGET

Event	Dates	Venue	COC-funded Officials	COC Funds
National Capital Open	01/14 - 01/16	College Park, MD	3	900
2010 Team USA Trials	02/04 - 02/06	TBD	3	900
Junior International Trials	02/19 - 02/21	Fremont, CA	3	900
Dave Freeman Classic	February TBD	San Diego, CA	3	900
Mid-Atlantic Classic	March TBD	Philadelphia, PA	3	900

Collegiate Nationals	March TBD	TBD	1	300
Senior Nationals	03/25 - 03/27	Raleigh, NC	1	300
Adult Nationals	April TBD	San Carlos, CA	5	1500
Boston Open	05/13 - 05/15	Cambridge, MA	3	900
Junior Nationals	06/28 - 07/03	Orange, CA	7	2100
Bay Badminton Club Champs.	July TBA	Burlingame, CA	3	900
Miami Pan Am International	November TBA	Miami, FL	3	900
U. S. Open	07/12 - 07/17	Orange, CA	4	1200
German Open	03/01 - 03/06	TBD	1	600
Swiss Open	03/15 - 03/20	Basel	1	600
Pan-American Junior Champs.	03/16 - 03/21	Jamaica	1	600
Dutch Open	10/11 - 10/16	TBD	1	600
			<b>TOTAL</b>	<b>15000.00</b>

## **Attachment #11**

### **ParaBadminton Advisor Report**

The goal is to get ParaBadminton athletes identified then playing in existing centers. I have been working with existing centers that have Para/disabled sporting events to raise interest/knowledge level. I am working with Military contacts to get information out about ParaBadminton and to find out centers where we can start up programs. Made contacts in the Wounded Warrior program to discuss locations to play and provide training to athletes.

I have talked with sponsors about donating equipment for startup playing and they are willing to assist.

As I get more information I will update the Office. [www.parabadminton.org](http://www.parabadminton.org)

Submitted by,  
Steve Kearney

## **Attachment #12**

### **AAC Meeting/Olympic Assembly (September 23-25)**

1. Introductory Remarks from Matt Van Houten.
2. Athlete Career Network
3. Division Meetings
4. AAC and NGB Joint Meeting
  - a. Discussion about the importance of involving the AAC in all aspects of the NGB in order to be able to better help serve the athletes. It's important to have good communication within the NGB, and not all sports do.
5. IOC Athletes' Commission (Angela Ruggiero)
6. CEO Report
7. USADA Update
  - a. Important that athletes are cautious when taking supplements. Take at your own risk!
8. Background Checks/NCSI Presentation
9. USOC Bylaw Reform Discussion
10. Paralympic AAC Member Presentation
11. Ombudsman Report
12. IPCAC Report
13. Paralympic Leadership Summit Report
14. Olympic Leadership Program
15. Working Group for Safe Training Environment Report
  - a. Important to get a background check on all coaches, and to lay out the boundaries between coaches and athletes.
16. Sports Partners Update
17. Chief Operating Officer Update

## Attachment #13

### ATHLETE MEETING - Feb 4 to 6, 2011)

- 1) Early notice of meeting – on website and by email – that this is not just about the trial competition, but broader athlete issues.
- 2) Share agenda with athletes early for review and thought.
- 3) Solicit items from the athletes for the agenda
- 4) Involve USAB AAC group in process early on

#### Tentative Agenda

- I) Review of communication channels
  - 1) e-mail – office must have current address for individual and group messages
  - 2) web site announcements- athlete responsible to check
  - 3) cell phone
  - 4) USOC AAC Rep, USAB AAC Reps (5), USAB BOD Athlete members
- II) Current Athlete Services.
  - 1) office enters in BWF tournaments
  - 2) office organizes team events, coaches
  - 3) office co-ordinates with USOC for services for those eligible
  - 4) office co-ordinates trials
  - 5) office supports domestic tournaments – BWF, Adult Championships, Junior Championships
  - 6) Letters of support for visa applications
  - 7) Organizes accommodations for some trips/tournaments
- III) Current Athlete Obligations
  - 1) Understand, sign, and follow Athlete Code of Conduct (required by USOC and USAB)
  - 2) Provide office with necessary information for tournament entries
  - 3) Maintain active membership in USAB
  - 4) When a BWF tournament organizer requires USAB to handle hotel, athletes must go through USAB to access tournament hotel
  - 5) When certain financial issues arise, e.g. #4 above, provide USAB with credit card authorization
  - 6) Vote for Athlete Reps for USOC AAC, USAB AAC
- IV) Current Office Obligations
  - 1) Treat all Athletes equally and respect Athlete Rights (USOC and USAB requirement)
  - 2) Follow all USOC, BWF and USAB regulations (cannot violate any of above at an athlete's request)
  - 3) Enter Athletes in BWF tournaments when requested to do so
  - 4) If an Athlete withdraws too late (BWF \$250 penalty) or is found guilty of misconduct (BWF \$500 penalty) USAB is held liable for the fine and may not enter "ANY" US athlete in further tournaments until USAB pays the fine
  - 5) USAB must provide office staff time (regular hour and off hour-night and weekend) as needed to resolve all individual and team entry, tournament, and BWF issues etc
  - 6) Develop and present High Performance Plan (HPP) to USOC to secure funding for
    - a) core office services (all athletes)

- b) special services and funding to Olympic Track athletes (note in past this may have been services to all potential qualifying athletes, but now is often restricted to potential medal performance athletes)
- 7) Manage relationships between USOC and eligible athletes for all USOC services - \$, strength and conditioning, psychological, medical, Olympic facilities usage, nutrition, physiologic/biomedical

#### V) Future Plans

- 1) In order to take next steps in USAB athlete development at an international level, the USAB BOD has approved developing a TEAM USA (see attachment) To do this significant funding must be acquired and much planning must be done. USAB wants to involve athletes directly and through their athlete reps in the planning phase. TEAM USA will not replace the Rights of any athlete to
  - a) to train on their own, wherever they want
  - b) to work with whatever coach they want at whatever club they want
  - c) to have a route of access to all teams – Sudirman, T/U, PAC's. PAG.
- 2) Core elements of TEAM USA
  - a) initial selection at an open trials
  - b) Opportunities to play into/knock out team members by trials based both on BWF world ranking, and play in qualifier trials
  - c) TEAM training opportunities
  - d) Individual Yearly Competition planning
  - e) Individual Player development planning
  - f) If accepted by USOC as part of HPP, increased access to USOC resources/services
  - g) Individual contracts with USAB which will complement any contracts with sponsors, clubs and private coaches
  - h) Provide funding for international competitions at varying levels based on individual competition plans and level of sponsorship/funding for TEAM USA as raised by USAB

#### VI) Next Actions

- 1) Items for discussion
  - a) Current trials procedures – location, timing, eligibility, selection processes
  - b) Current team funding – USAB would like to fully fund all athletes for all teams. USAB BOD is working to develop additional team funding. Athletes are encouraged to add ideas
- 2) TEAM USA – next steps
- 3) Discussion of Olympic Qualifying Process
- 4) Discussion of USOC services – who, what and how

## Attachment # 14

### USAB Collegiate Report

By Donn Gobbie

Intercollegiate Badminton Association (IBA) is an organizational member of USA Badminton and partners with USAB to promote the development of men's, women's and co-ed badminton teams at colleges and universities throughout the U.S. The web site for IBA is [www.ibabadminton.com](http://www.ibabadminton.com)

IBA had approximately 100 teams enrolled for the 2008-2009 season, but that number dropped significantly (less than 20) for the 2009-2010 season, most likely for the following reasons:

- USA Badminton club membership was required of all schools
- All schools were asked to register their teams via Railstation

These were not unreasonable requirements, but some teams indicated that they did not have funding for USAB club membership. For other teams, the added work of entering team information via Railstation may have been an obstacle. In addition, there may have been some confusion since USAB club memberships are due in March. Teams that join during the fall semester would be required to join again in March, and those teams that waited until March to join may have felt the season was already finished.

I think there might have also been a "weed-out" factor here; for the 2008-2009 season, when there was no enrollment fee, many of the listed teams did not play any matches at all. By requirement USAB membership, I think we are getting the schools that are serious about playing.

Still, we want to encourage as many teams as possible to participate, we want to get more teams to form, and we would like to get our numbers back up again. For the 2010-2011 season, the following changes have been made:

- IBA regions are now the same as the five USAB regions. Hopefully this will allow us to work with the USAB regions in developing collegiate badminton.
- Instead of having one championship at the end of the season, we will try to have a championship in each region. The top four teams in each division (men's team, women's team and mixed team) in each region will receive automatic berths in the regional championships.
- USAB club membership will only be required for those teams that compete in the regional championships. This will work out better in regards to timing, since USAB club memberships are due in the spring.

Eventually, we would like to see all teams become club members of USAB, since there are so many benefits. For now, however, we would like to get our numbers back up and re-establish the program.

One of the models that IBA has found useful is the United States Tennis Association (USTA) Tennis on Campus program. This program for collegiate club tennis teams (web site is [www.tennisoncampus.com](http://www.tennisoncampus.com)) has more than 500 campuses enrolled, and has championships in each of the USTA's 17 sections, plus a national championship each year that has 64 teams. The USTA has budgeted enough money for the program to offer the following:

- Grants of \$750 are offered to schools that want to start a club tennis team
- Travel grants are given to the teams that qualify for the National Championship

- The program and National Championship is coordinated by National Intramural and Recreational Sports Association (NIRSA), and the USTA is paying NIRSA a substantial amount of money for this arrangement

IBA and USAB may not have the budget to everything listed above, but perhaps we could start on a smaller scale. Some ideas might be:

- Select an area of the country (or USAB region) that we would like to develop as a model for the rest of the nation and offer small grants to colleges to develop teams. Whatever number of schools that might be, and whatever the amount of the grant, perhaps membership in USAB would be a requirement.
- Offer small travel grants to the top four teams in each division to attend the regional championship. These grants are typically used to offset the costs of transportation, lodging and meals.
- Join NIRSA as an Associate Member. NIRSA membership is not inexpensive; a one-year membership is \$475. However, the benefits may be worth the expense and it would establish a relationship with NIRSA for the future. NIRSA's web site is [www.nirsa.org](http://www.nirsa.org)

Since I have examined the Tennis on Campus program in detail, I do feel that IBA offers some better programming features. Unlike Tennis on Campus, which is co-ed and uses one format, IBA offers competition for men's team, women's team and mixed team. Within those three divisions, teams have the choice of numerous formats, which allows smaller schools with fewer players to form teams, and which allows smaller teams to compete against larger teams. IBA also features concurrent matches; i.e. the results of a mixed team match could also be used for separate men's and/or women's team results.

Finally, in terms of developing intercollegiate badminton, I would make the following suggestions:

- Find and NCAA, NAIA, or NJCAA conference that would be willing to establish intercollegiate badminton on a trial basis
- Offer grants and/or equipment to help get the teams started (perhaps one of the badminton companies could help with this).
- Make the sport co-ed, which might be a unique feature. There are not many co-ed NCAA sports, and this might be an angle to explore. I realize that women's badminton is a theoretical solution to Title IX compliance, but from what I have seen, when schools need achieve gender equity they will cut a men's team instead of adding a women's team.

The difference between developing a conference sport somewhere and the club programs discussed earlier is that we would be working with the athletic departments. One of the challenges in working with club teams is that they are all student-run, and each year the contact persons for the club teams change. In effect, each year we have to research all the schools to see who is in charge of the team, and in many cases teams will not be operational a year later. With intercollegiate teams, we would be working with athletic directors and coaches.

Nevertheless, let me conclude by emphasizing that both approaches – club badminton and intercollegiate badminton – should be developed.

**Attachment #15**

**Junior Committee Budget 2011**

Chair – Fred Coleman

Income 2010  
Core - \$7000  
Contributions - \$2000  
USBEF - \$2500

Income 2011  
Core - \$8000  
Contributions - \$2000  
USBEF - \$5000

Expense 2010  
Pan Am Jr Coaches - \$6500  
World Juniors Coaches - \$2500  
Development Camp (1) - \$2500

Expense 2011  
Pan Am Juniors Coaches or Team - \$6500  
World Juniors Coaches or Team - \$3500  
Development Camps (2) - \$5000

Juniors Advisory Group requests that the expenses for Coaches at the International Junior Events be transferred to the coaching department budget if there are sufficient funds so we can begin to use the Junior budget to pay expenses for team members.



