



American Canoe Association (ACA) Board of Directors Meeting Minutes

Date: 12/18/2019

Location: Call-In

Attendance:

Voting Board Members Present: Robin Pope, Lili Colby, Bill Micks, Marsh Jones, Scott Mann, Stanton Collins, William Irving, Adam Joseph, John Traendly, Sam Fowlkes

Non-voting attendees: N/A

ACA Staff: Beth Spilman

Quorum is established

Open: [19:34]

Course Management System.

John: We see issues in the surveys for the course management system. We are tailoring the system to different types of courses that were not accounted for in the original scope. The system is now more sophisticated than originally planned. We need templates for course evaluation templates built. At this point we believe February 1st is a likely finishing point, so we are slightly behind the original schedule. Phase 1 is the most critical phase as we will need to have that ready before the busy season. We are also running out of space on our servers so we are moving on getting new space now.

Possible Database.

Marsh: Best fix for YM is to switch systems. It is an old system that was not intended for the size of our organization. We also do not have the ability to track our SafeSport compliance. We need to be communicating more regularly and reliably.

We are looking at SportEngine, it is a little expensive and a little raw still. Sport80 has a couple hundred NGB's worldwide. USOPC will help pay the transition cost. USOPC will help bring the cost down and it will cost just a little more than YM. We can also break the charge into a per member basis that will be included on member account fees. 5.5-6%. This does compliance tracking for you. We can have it check the SafeSport status automatically.

Beth: This is not going to be an easy transition. We have been told that some NGBs will start from scratch

rather than trying to transfer their data.

Marsh: It will be a really tough system to fix. We have so many duplicate members and YM doesn't check when someone forgets a login and makes a second account.

ED Report.

Beth: Now we have more reliable numbers and we can start planning for the future. We see a drop in membership income. The membership fee drop did not bring enough members to offset reduced revenue. Grants are up and USOPC money has increased as well so total income has increased.

Payroll and benefits are our largest expenses which have been reduced. The budget is break even with lower expenses.

'Pockets of Money' from USOPC. Not much in writing but we have been told it will be flat. New money coming from administrative grants. Requested travel expense money for international relations at international events. Northwestern has a program for coach leadership.

Marsh: A lot of the money and grants we are getting is a function of showing up at meetings. We are pushing hard to lower costs on the administrative costs.

Beth: Looking at other revenue opportunities, including the properties we own.

Sam: I'm glad this was brought up because we do not see the benefit from those properties.

Beth: It seems like only a few members use the properties.

Robin: Definitely at Sugar Island and to a lesser extent Sebago will as well.

Robin: Sebago is in a great location, we should be holding events there or something so that we bring new members.

Beth: What about competition travel. We have to deal with a lot of money passing through for coaches, hotels, etc. Sprint was usually all done together and slalom was done more individually. Is it appropriate for the ACA office to add a fee to the costs to pay the office back for work we do?

Marsh: For the Senior National Team we have to pay for certain things like the accreditation but have no problem allowing for separate planning for accommodation. Younger athletes have to travel together and be budgeted together.

Beth: We can continue this discussion separately.

Beth: We are looking at several ways to reduce expenses.
Starting work on accommodations for the PanAm Championships
Starting the planning process earlier than ever this year.

Meeting was adjourned at [21:05]

Submitted by,

Stanton Collins
Secretary
ACA Board of Directors

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