



NATIONAL WHEELCHAIR BASKETBALL ASSOCIATION

ROLL WITH U.S.

NWBA Board of Directors Conference Meeting Minutes

Saturday, October 14
8 a.m. Central

Present: Michelle Alban, Bruce Fischbach, Sarah Castle, Doug Arambula, Tim Fox, Lee Montgomery, Dan Ferriera, Curtis Lease, Will Waller. NWBA Staff: Anthony Bartkowski, Megan Chambers

Absent: Jay Abraham, Mark Crear, John Pritchett

Minutes

1. Call to Order (S Castle) at 9:00 a.m.
2. Meeting Minute Approval from September 20, 2017 – Motion to Approve Lee, Second Michelle. Motion Passed by Majority 9 to 0.
3. Member Attendance at BOD Meetings – Reviewed attendance policy for Board of Directors. Discussed how Board Meetings have components that are open and closed/executive. We recognized we need to involve membership more with the board. We have decided to hold a quarterly public forums/town hall meetings/Open Board meeting will have specific agenda items to be discussed open to membership. Targeting first public forum in November 29th at 6:00 CST. Suggested to solicit topics from membership in advance to adopt an agenda.
4. Women's Able Bodied Pilot Program Proposal – Women's Division Leadership and teams have requested to launch a pilot program similar to the Collegiate Able Bodied Program. They are aware of the reporting and requirements of the Collegiate Division. They are requesting a 3 year approval, after much discussion the Board discussed allowing 1 year pilot with the understanding a By Law Amendment will be proposed at the 2018 Annual Meeting. Motion to allow 1 year pilot by Doug Arambula, Second by Lee Montgomery. Motion Passed by Majority 7 to 2.
5. Transgender Athletes – a question was asked by a Division. Without a policy in place, a review of IOC Policies and NCAA Policies was conducted. NWBA needs to continue to review these policies to develop a NWBA policy in the near future. A

working group will develop a policy amendment to bring back to the Board of Directors. It was determined Will Waller, Bruce Fischbach, Doug Arambula will be on this working group.

Motion to Move to Executive Session at 9:05 a.m. by Bruce Fischbach, Second by Lee Montgomery. Motion passed by majority 9 to 0.

Returned from Executive Session at 9:23 a.m.

6. Fundraising – Megan Chambers discussed her professional background and discussed Fundraising 101. Posed the question to each in attendance...Why are you here? NWBA Donor Privacy Policy was brought forward:

- a. The National Wheelchair Basketball Association is committed to respecting the privacy of donors. The types of donor information that we collect and maintain are as follows: contact information, giving information, events attendance and correspondence.

The NWBA uses donors' information to understand their interests in its mission and to update them on the organization's plans and activities. It is shared with staff, board members, volunteers and consultants only on a "need-to-know" basis.

The organization also assures donors that their names and addresses will not be shared with any third party unless permission has been granted. For those who do not wish to be included on a mailing list that might be sold, rented or leased to other organizations, donors should contact the organization to have their names removed.

If you have comments or questions about the NWBA's donor privacy policy, please email NWBA Executive Director.

Discussion ensued with wording changes to this policy. It will be revised and sent to Board of Directors for an email vote.

7. Revenue Plan – Updated on status with the Brand Development & Marketing Campaign that allows us to activate and begin selling. Feel we are now at a stage of sales with the development of our Brand, Events and Properties. The goal - we are targeting 12 to 20 companies to obtain 4 new sponsorships in 2018. We are working with two companies for merchandising store and licensing. Targeting a launch of Late November. Sponsor Revenues are growing – 2016 - \$89,000, 2017 projected - \$143,000. 2018-2020 conversations are taking place.
8. Financial Review – Cash Flow is still a concern but it is improving. Forecast initially had no cash in April 2017, Forecast now has Cash of \$143,000 in April 2018.

Discussed adding Curtis, Treasurer, to Quickbooks. Overall we are still behind in Budget Revenues but offsetting some of that in less expenses. Still projected to have a loss for 2017, but a large improvement over 2016. Discussed National Tournament Cost being \$200,000, have sustained losses annually. Have reduced the loss from \$113,000 in 2014 to approximately \$50,000 in 2018 (with \$10,000 of that \$50,000 being long term signage). Anthony recommended developing an ad hoc committee to do a deep dive into the finances and evaluate all areas for efficiency including the National Tournament. Curtis, Doug, Tim and Dan will be work on this ad hoc committee.

9. Staffing Plan – Question was posed to Anthony on how do you replace yourself now that you have moved into the Executive Director Role. With the current financial state, we have to continue to evaluate roles while maintaining fiscal responsibilities. One other factor is looking at efficiency in all areas including Sport Engine Registration time needs. Anthony will be bringing back a full staffing plan report to evaluate by the Board.

10. High Performance Review – Funding for 2017 remained \$300,000. High Performance 4 year plan was submitted by the Coaches. This is the first time a 4 year plan has ever been developed. It was confirmed only money coming from USOC is utilized for High Performance Teams, not other NWBA funds. Reviewed current US National Teams Highlights. Reviewed important dates.

11. Membership Report –

- a. Registration
 - i. 224 teams registered vs 226 in 2016.
 - ii. Individual registration is on-going.
- b. NWBA survey (Themes) –
 - i. NWA Resource Materials –
 1. Training
 - a. Concussion training
 - b. Level I Coaching
 - c. Junior Division Team Reviewer
 - d. Event Resource Guide
 - e. Team Guide Book
 2. Financial Support
 - a. NWBA Annual Campaign Kit
 - b. National Wheelchair Basketball Week
 3. Player Development
 - a. Training/education videos being developed
 4. Develop Summer Annual Conventon
 - a. Annual assembly taking place here
 - b. Ad hoc committee to evaluate pros and cons
 5. Website Enhancements

- a. A lot of work has taken place including:
 - i. Start a team
 - ii. Find a team
 - iii. Registration
 - iv. Hall of Fame
 - v. Revised Divisional Pages
 - vi. NWBA Applications and Forms
 - vii. Online Coaching Certification
 - viii. Registered Players with Classification
 - ix. Concussion Safety
 - x. Video Archive
 - xi. Resource Center Growing
- 6. NWBA Scorebook has been reinstituted and will be in hand toward end of October.
 - a. Each team rep will receive a book annually.
 - b. Each book holds 30 games.

12. Membership Database Report – We are looking at other database companies to ensure SportsEngine is the best. Initial conversations. An ad hoc group consisting of Board, Division Commissioner, Team Reps will assist in the evaluation. Financial Evaluation by the previously mentioned ad hoc committee will be reviewed.

13. New Business –

- a. Michelle Alban has tendered her resignation as an Independent Board Member at the conclusion to this meeting to focus more within her local market for this sport. She thanked the Organization for making her feel welcome and making her feel like an insider.
- b. Discussed information regarding feedback from Member – We are working on addressing relayed concerns to engage members. It was acknowledged that there are still areas that have to be addressed.

Motion to Adjourn by Michelle Alban, second by Curtis Lease. Motion passed by majority at 9 to 0 at 11:23 a.m.