

Committee Name:	Executive Committee	Date/time of meeting:	04/04/2022 8:00pm ET
Committee Chair:	Peter Guadagni		
Minutes recorded by:	Carrie Stolar		

Actions Taken:

1. None.

Number of committee members present: 10	Absent: 0	Others present: 0
Committee members present (list all, including chair and vice chair): Peter Guadagni – President; Chris Colburn – VP of Administration; Ed Coates – VP of Local Operations; Robin Smith – VP of Programs; Chris Campbell – VP of Community Services; Carrie Stolar – Secretary; Teddy Decker – Treasurer; Patty Miller – Immediate Past President; Maria Elias-Williams – Legal Counsel, Dawson Hughes – CEO.		
Not Present: None.		
Guests: None.		

Minutes

The meeting was called to order at 8:02pm ET.

1. Agenda review and conflict of interest (Peter): No changes to the agenda or conflicts of interest.
2. Approve February 7, 2022 meeting minutes (Carrie): The minutes will be amended and then be reviewed and approved via email.
3. CEO Update (Dawson):
 - a. CFO Retirement: Dawson is planning Susan’s pending retirement and transition. Also, a meeting with the finance committee will occur in early May to discuss long-term strategy as we move into the budget process for next year.
 - b. Membership: The overall forecast is trending towards 56,000 – 57,000 members, which is better than budget.
 - c. BOD Communication with LMSCs: The start of the communication to LMSCs has been delayed until May.
 - d. Annual Meeting: The annual meeting is tentatively scheduled for the third weekend in September in Denver. The summer BOD meeting will likely be virtual in July.
 - e. Misc.: The sanctioning process continues to be modified due a tech issue in the upload process. An update on process and timing will be shared. The software update could potentially take up to a year to complete.
4. Role of the Executive Committee: The role of the EC is to oversee committees and to manage the annual meeting.
 - a. Is the role of the EC to manage the transition to a more efficient committee structure?
 - i. Requires communications with the committees that are being affected and some actions by those committees needed.
 - b. The EC is responsible for annual meeting schedule.
5. Ad hoc Committee on Term Limits for Committee Members and Chairs (Peter): The members of the ad hoc committee are Chris Rieder - chair (Chair of Sports Medicine and Science Committee), Ken Brisbin (Chair of Coaches Committee), Ashley Braniecki (Finance Committee member), Claire Letendre (Vice Chair, Rules Committee), Rob Copeland (past president and Legislation Committee member), and Dan Cox (past Board member and former leader of the Futures Task Force).
6. Preliminary Annual Meeting Schedule (Peter): Peter shared a preliminary schedule for the hybrid HOD annual meeting. The proposed schedule will run from Friday (late afternoon) through Sunday (morning), like Relay 2022. A BOD meeting will take place Friday morning. Start times would be at 8:30/9:00 AM local time on Saturday and Sunday. The proposed schedule implies Zoom sessions on potential legislation hot topics prior to the annual meeting and will provide the opportunity for deeper discussion. Robin asked to clarify the process to approve committee reports by consent agenda for all attendees. We will plan on having a Zoom meeting with multiple co-hosts rather than a webinar so that everyone can see each other, and a participant list will be available.
7. Progress to date on Committee Restructuring (All): Each VP shared updates on communications with their respective committees. Patty suggested highlighting a comprehensive plan that focuses on what is happening locally and highlights local successes. Peter shared that the LMSC presentation will be given one time by Dawson/Peter on May 31 and then communication teams will collect feedback in zone calls in the days following the presentation.

8. The next EC call will be Monday, June 6, 2022 at 8:00 p.m. ET. The next BOD call will be Monday, April 18, 2022 at 8:30 pm ET.

The meeting was adjourned at 9:26 pm ET.

Respectfully Submitted,
Carrie Stolar, Secretary