



United States of America Deaf Basketball, Inc

Executive Board ooVoo Meeting

Sunday, September 14, 2008

The Executive Board meeting was called to order by Commissioner Jay Krieger at 6:00 p.m. EST.

Roll Call: Jay Krieger (Commissioner), Tim Theis (Treasurer), Tom Morrison (Tournament Director), David Hamilton (International Director), Keith Westhoelter (Youth Coordinator).

Krieger coordinated the following agenda sequentially.

Note: It is the first time to have (ooVoo) video conference with USADB board members. ooVoo is a videoconferencing capable of having up to 6 people with a real face to face conversation online.

1. Damage Control

- a. **Transparency:** It was discussed that commissioner emphasized transparency heavily. It helps to minimize potential misunderstanding, mistrust and confusion, both in the board, and within our membership. The commissioner emphasizes that the minutes of all our board meetings, USADB financial reports, and other materials be made public through our website and/or emails whenever they are completed, and in their proper official formats.
- b. **Communications:** Communication is proven to be the key factor for success. With emphasis of importance of communication, it is imperative that all board members are mandated to use USADB's e-mail addresses (@usadb.us) and our intranet officers website for any USADB related correspondences.
- c. **Stable, clear headed, positive attitude:** A brief discussion is to see if all board members have clear headed and positive attitude with USADB despite of circumstances.
- d. **Simplify:** There was a discussion about keeping USADB simplified. Any tasks or actions performed by or brought to the board must be evaluated on whether it would simplify the organization. We do not desire to stretch USADB too thin with many little things.
- e. **Communication to public:** There was a discussion about how to effectively communicate to the public with essential information. It was agreed that website is most important. The members will develop trust USADB only when we do things that are transparent and accessible by our membership.

2. General Board Items

- a. **Hendon Resignation:** It was discussed that Mr. Ira Hendon needs to submit his resignation letter to USADB board due to his inability to serve the board while detained. Alternatively, USADB board will write a letter of termination if Mr. Hendon has not submitted the letter of resignation.
- b. **Perrodin Resignation:** With a clarification, it was discussed that Ms. Mary Perrodin already had a verbal agreement with former commissioner that she will resign as USADB secretary due to insufficient available time to commitment with USADB. Ms. Perrodin had sent her letter of resignation to USADB.
- c. **Interim positions – Commissioner, Deputy Commissioner, and Secretary:** A number of candidates have contacted USADB commissioner that are interested in filling USADB positions. USADB Board unanimously voted Mr. Jay Krieger to move up to Commissioner from his current position as an Interim Deputy Commissioner. Krieger contacted our parliamentarian to confirm that USADB is following proper bylaws and parliamentary procedures.
- d. **Candidates:** It was shared that two enthused volunteers are interested to assist with USADB in any way they can.

- e. **Officers Site & Documents (“Virtual Headquarters”):** They were discussed that all USADB related correspondences and documents are to be kept in USADB new Google-based intranet website so that all officers can see them. Westhoelter has kept a lot of documents in his file at his residence. He stated that he has about eight file boxes of USADB archives in the basement. All of hard copies are stored in the binders.
- f. **Using USADB E-mail & Pagers:** It was with an emphasis that USADB E-mail and pagers are to be separated. Using USADB e-mail is for all non-profit organization business purpose. Pagers were not recommended to be used for any USADB related business. It needs to be done professionally by using USADB letterhead memos, and emailed from our USADB email addresses.

3. Commissioner Business

a. Investigate possible misuse of USADB funds

The Commissioner opened an investigation into our finances. We need to better understand how money is being used. He requested that both our current and previous treasurers develop two new lists: (1) List of Recognized Debts, and (2) List of Unaccounted Transactions. For the first list, for anything we used, purchased, or received but have not paid for, an entry needs to be made in the list to demonstrate that USADB recognizes these debts. For the second list, for every transaction made (checks, withdrawals, and debits) that do not have corresponding receipts, an entry needs to be made in this list to help us understand what funds are unaccounted for.

b. John Scott Lawsuit Update

The commissioner informed the board that he was contacted by John Scott of Houston with a claim that our former commissioner made a loan with him through another non-profit organization for reasons that are not yet clear. Mr. Scott has informed me that he is working with his lawyer to decide what action he will take with USADB.

c. USADSF Update

The commissioner shared with the board of his conversations with Mr. Fleischer of USADSF and some other contacts. He explained that he shared some updates on the USADB status, and that he has a sense support and empathy from USADSF.

d. Keep paper trail of any business

The commissioner emphasized that for any financial transactions, we MUST keep a paper trail. No transactions will be accepted otherwise, and it becomes your responsibility.

e. Keep Treasurer IN THE LOOP AT ALL TIMES!

The commissioner instructed the board that the treasurer MUST be informed and communicated BEFORE, DURING and AFTER any transactions. If there are surprises, it is possible that the transaction becomes YOUR responsibility.

f. Any decisions – you are empowered, but KEEP US IN THE LOOP!

Because we all are elected or appointed board members, we have our duties and responsibilities, however, the commissioner requests that all of us communicate with ALL of us our progress, status, discussions with others, etc. The board will develop stronger unity and better understanding of each other’s work and USADB as an organization in whole.

4. Deputy Commissioner Business

a. Website Update

The commissioner has been working with a young man from the Orange County area. Reza Kuweiti has agreed to do the web design and some development work for our new website. Reza and the commissioner will be working closely on a daily basis as the website are being replaced. In time, Krieger will be adding content and expand it with new pages, with Reza assisting as needed.

b. Website Hosting

The commissioner explained that our website host is with IPower hosting company. They also maintain our domain name usadb.us. We are due for renewal of both host and domain name at the end of October.

c. Bylaws Update

The commissioner explained that because of the previous chaos, there was no good opportunity for him or anyone to work on the bylaws. We need to have a new 2008 version of our bylaws that have all the passed motions from Orlando, as well as review/confirm that all passed motions from Indianapolis and St. Louis are properly inserted into the bylaws.

5. Secretary Business

1. 2009 Team Registration Packets to Regions

Westhoelter and Krieger has volunteered to take over the secretary duties on developing a new 2009 Team Registration Packets that are to be sent to our region officers by October 1st. The packet would contain (1) cover letter, (2) Team Registration Guidelines, (3) Team Registration, (4) Liability and Code of Ethics, and (4) a brand new Region Tournament Sanction checklist.

2. Board Letters

Krieger has volunteered to write an official USADB board disciplinary letter to CAAD to resolve the issue of the region allowing two non-USADB member teams play in the same tournament that determines champions and runner-up teams for the USADB National teams. The CAAD are required to reimburse USADB \$440 to cover the membership for each player in these two teams, and imposed a two-year probation for them to demonstrate that they are capable of following their own and USADB bylaws. The letter will be reviewed by the board and sent to CAAD officers, with November 30th as the due date for their reimbursement.

6. Treasurer Business

- a. **Outstanding Debts:** Krieger expressed his desire to identify and recognize all debts that are recognized by the EB as valid. It is not yet necessary to determine how they would be paid, but he feels it is important, in name of transparency, that we share this information.
- b. **What are our other outstanding items to keep us legal and good standing?** Krieger asked the EB what items we need to complete or file to keep USADB legal and good standing. Krieger will continue to work on USADB's incorporation reinstatement with Kansas Secretary of State. We know we need to file IRS Form 990 by November 15th for the fiscal year 2007.
- d. **Baird financial reports:** Krieger has been in constant contact with Baird to discuss his outstanding tasks. Krieger and Baird has agreed that by November 15th, when he files the IRS Form 990, everything else that is left will be turned over to Theis.

7. Tournament Business

- a. **Location:** Morrison shares his updates with the site search in Austin, Anaheim, and Phoenix. It appears that Austin are bleak with unavailability and cost due to short notice.
- b. **Budget:** The EB decided to table the budget for the tournament until we know the site, then we can immediately plan the budget for the tournament.
- c. **Propose new ideas (hotel, etc.):** Morrison shared with the EB some of his new ideas on how to plan for the next tournament. He suggested that instead of providing hotel accommodations to our region champions, we provide them with a fixed amount and let them locate and secure their own accommodations. The EB agreed to table this discussion until after we locate a site.

8. International Business

- a. **Insurance:** It was discussed that Westhoelter managed to get certificate of insurance from USSSA himself online for the National Deaf Men's Basketball tryout at Gallaudet University during the weekend of September 19-21. The cost of the insurance was \$205. It was paid from participants' fees. Westhoelter will submit the financial report to International Director this week. The tryout was self-funded from the participants' fee. There were no funds that were acquired from USADB.
- b. **Tryouts:** The recent second tryout was a success per Westhoelter. 25 participants have showed up at Gallaudet University in Washington, D.C. The cut was made. The total roster was 17 players and was submitted to International Director. There will be second tryout for the women's basketball team in Tucson, Arizona on the weekend of October 10-12, 2008.

9. Youth Coordinator Business

- a. **2008 Summer Camps Wrap-up:** Youth Coordinator needs a little more time to finalize the financial reports of Girls Elite Camp. The Boys Elite Camp is completed.
- b. **2009 All-Star:** It was recommended that 2009 All-Star will not progress till the site of the national tournament is determined.

9. Wrap-Up

- a. Krieger will call our next EB meeting within two weeks, and we will continue to use ooVoo.

The ooVoo meeting adjourned at 8:25 pm

Recorded by:



Keith Westhoelter
Acting Secretary