



**USA Rugby Board Meeting
Friday 20th December, 2013
Conference Call**

MINUTES

Meeting Commenced: 9am (Mountain Time)

Present:

Kevin Roberts (Chairman)
Bob Latham (Vice-Chairman)
Peter Seccia
Rob King
Will Chang
Chad Keck
Gary Heavner (Congress Rep.)
Beth Black (IA Female)
Brian McClenahan (IA Male)

Nigel Melville (CEO)
Jen Cope (CFO)

Section 1 – Chairman’s Address (Kevin Roberts)

Kevin Roberts thanked the Board for their attendance, and welcomed the two new Board Members, Gary Heavner (Congress Representative) and Brian McClenahan (Male International Athlete).

The key focus of the meeting was to approve the 2014 USA Rugby Budget.

1.1 Minutes of meeting Jan 13th, 2013 approved electronically

Section 2 – Approvals

2.1 Bylaw Revisions – Congress recommendations (Bob Latham/Gary Heavner)

Kevin Roberts asked Bob Latham to update the Board on the recent changes to the Bylaws recommended by Congress. This is a very important and progressive piece of legislation and was delighted with Congress’ work and agreement to re-seat Congress and make it truly representative of our membership.

Bob and Gary confirmed that Congress had approved the bylaw recommendations as circulated and outlined the main impact of the changes. These would see the re-seating of Congress in June 2014 to include 16 GU, 10 College, 10 Youth/High School and 10 International Athletes representatives.

Bob and Gary responded to questions from the Board.

Motion: To ratify Congress' approved bylaw recommendations.

Proposed: Bob Latham

2nd: Kevin Roberts

Motion carried unanimously.

Action: Bylaws to be updated to reflect these changes and posted on the USA Rugby website.

2.2 USA Eagles v New Zealand (Kevin Roberts)

Kevin asked Nigel Melville to update the Board on the current status of a potential game against the New Zealand All Blacks in the USA, November 1st, 2014.

Talks commenced in November at the IRB Assembly and have progressed during the past 4 weeks. In order to make this happen we face a number of barriers that individually or collectively could result in the game not proceeding.

Key parameters (New Zealand and AIG)

- Venue to be east and in a strong commercial market for AIG
- Venue to be iconic
- Must be grass not turf
- Must be new IRB minimum width preferably wider.
- Venue to be 45,000 capacity +
- USA to have all professional players available (released from their clubs one week outside the 2014 November window)
- Meet the financial demands of the All Blacks.

A progress report followed, a stadium has been identified that meets all criteria, discussions have been moving well with the Premiership Clubs, release of the USA Eagles players to play in this game is on the Premier Rugby Board Agenda for their next scheduled meeting on January 14th, 2014.

NM to update the Board with progress.

2.3 2014 Budget Approvals (Rob King/Jen Cope)

Rob and Jen took the Board through the 2014 proposed budget. Rob King confirmed, as Chair of the Audit Committee, they had thoroughly vetted the proposed budget and had asked for changes to be made before final approval. These changes have been reflected in the budget circulated.

Rob confirmed that despite increasing our income beyond the budget expectations, this was not having an impact on the bottom line and therefore not strengthening our balance sheet and in 2014 this should become a priority.

Membership – the shortfall in membership income was discussed in detail and it was agreed that Gary Heavenner and Congress should work with the Membership Department to address these concerns. Jen Cope outlined the challenges that the membership department faced with the new membership system and with the new governance structure. **Action: Gary to set up a Membership Working Group consisting of Congress Members and the Membership Department.**

Rob King confirmed that the Audit committee took a conservative approach to the budget process this year particularly with regards to 'unknown' income. As there was no written evidence to support deals to be signed, the Audit committee agreed that a figure of 10% of sponsorship could be classified as 'unknown' and included in the budget.

Events and the potential of the 2014 events program were discussed in full. The Board also discussed the Eagles Men's XV's budget and the potential grants available to them once they qualify for the 2015 Rugby World Cup in March 2014.

Motion: For the USA Rugby Board to approve the 2014 Budget as presented.

Proposed: Rob King

2nd: Will Chang

Motion carried unanimously.

Kevin Roberts thanked the Audit Committee for their hard work reviewing and supporting the budget process.

Section 4 – Any Other Business

4.1 Eagles Sevens (Kevin Roberts)

Kevin raised his concerns about the recent performance of the Eagles (Men and Women). NM shared those concerns and outlined the current status of each of the teams. A discussion followed, it was agreed to approach an experienced overseas sevens coach that could support the Eagles coaches at the OTC.

4.2 2014 Board Meeting Dates/Venues

NM to circulate a list of potential dates and venues for 2014.

No new business

Meeting closed 10.15am