

UNITEDSTATES JUDOFEDERATION, INC.  
SPECIAL MEETING OF THE BOARD OF DIRECTORS  
Sunday, August 6, 2023, 9:00 am (Hawaiian) // 12:00 pm (Pacific)  
TELECONFERENCE  
Meeting Minutes DRAFT

**I. CALL TO ORDER, SEATING OF DELEGATES - 12:15 pm Pacific**

A. Attendance

25 YDKs: 17 possible voting, 12 ydks represented

12 – voting: 50<sup>th</sup> State, Central Coast, Chicago, Daiheigen, Florida State, Hawaii, Hokka, Hudson, Intermountain, Konan, Nanka, San Joaquin, Shufu

0 - no votes:

56 max votes:

43 - votes represented

13 – votes unclaimed

Delegates:

Mitchell Palacio/Chairperson

Natalie Roy/50<sup>th</sup> State

Davin Tillman/Central Coast

Dr. Richard Nakatsu/Hawaii

Joshua Kindelberger/Intermountain

Thomas Sheehan/Konan

Cheryl Harai/Nanka

Jason Harai/Northwest

Hannah Tsutsui/San Joaquin

D. Eric Spears/Shufu

Robert Brink/50<sup>th</sup> State

Dennis Gutridge/Central Coast

Bryan Matsuoka/Daiheigen

Matsuo Takeda/Hokka

Noble Morinaka/Intermountain

Keith Chu/Nanka

Steven Lysenko/Niagara

Kristofer Larson/Northwest

Dr. Larry Tsutsui/San Joaquin

Gaiv Tata/Shufu

Edward Hanashiro/50<sup>th</sup> State

Daniel Kikuchi/Central Coast

Pedro Kolychkine/Florida State

Boris Munoz/Hudson

Christopher Reid/Konan

Gary Goltz/Nanka

Rod Conduragis/Northwest

Karen Nagai/Northwest

Roy Englert/Shufu

Observers:

Michael Manning, Chase Morinaka, Neil Simon, Krista Steele, Terri Waibel, and Robert Fukuda

**II. MOMENT OF SILENCE FOR THOSE WHO HAVE PASSED SINCE OUR LAST MEETING**

**III. ADOPTION OF AGENDA**

A. Additions/Corrections to Agenda - Correction: Motion: Reduce the YDK rebate of \$17.50 to \$10.00 with \$7.50 going to operation cost effective for fiscal year 2023-2024 to be retroactive of all 2024 membership. (First Reading)

**IV. BOARD RATIFICATION OF ACTIONS OF THE CORPORATION SINCE PREVIOUS MEETING**

**V. MINUTES FOR REVIEW & APPROVAL - Minutes: April 15, 2023 - Motion, Second, Pass (MSP)**

**VI. REPORTS**

A. President

i. Welcome

1. Challenges

2. Revenue Issue – Need to increase membership

- 3. Pandemic: Weaknesses in Business Model
- 4. Survive to Thrive
- 5. Full Service Organization
- 6. Moving Forward
- ii. Strategies Forward
  - 1. Benefits of Belonging
  - 2. Developmental opportunities
  - 3. USJF on the move
  - 4. Development
- iii. Challenges Forward
  - 1. Stabilization
  - 2. Efficiency
  - 3. Leadership
  - 4. Yudanshakai
- B. Committee Appointments - Hiroshi Yamaguchi & Jojo Aguilar - Social Media
- C. Treasurer Report - Budget: Fiscal Year 2023-2024 (see report)
- D. Executive Director - Update on Liability and Excess Medical Coverage

## **VI. MOTION TO ACCEPT THE BOARD RATIFICATION OF ACTIONS OF THE CORPORATION SINCE PREVIOUS MEETING - MSP (Abstain - Chu and Spears)**

- A. Treasurer - Accept Resignation of Treasurer: Roland Regidor and Appoint Interim Treasurer: Rome Acopan Jr.
- B. Committee Appointment - Hiroshi Yamaguchi & Jojo Aguilar - Social Media

## **VII. UNFINISHED BUSINESS**

### **VIII. NEW BUSINESS**

- A. **Motion:** Mentoring program. \$50 to case manager for mentoring the candidate through Teacher and Coach certification (\$100) re-certification (\$75). Case manager will be issued a 1099 form (Independent Contractor) - Motion, Second, Retracted because it was determined that this is not a BOD issue, but an administrative responsibility
- B. **Motion:** Extend Special \$35 USJF membership for USA Judo members to 8/31/23 - MSP (Chu abstains)
- C. **Motion:** Motion: Reduce the YDK rebate of \$17.50 to \$10.00 with \$7.50 going to operation cost effective for fiscal year 2023-2024 to be retroactive of all 2024 membership. (First Reading) - MSP
  - i. **Rational:** Increase revenue for Fiscal year 2023 – 2024
- D. **Motion:** Approve USJF Budget Fiscal Year: 2023-2024 - MSP

## **IX. ANNOUNCEMENTS**

- A. USJF National Meetings are October 26-27, 2023 in San Francisco
- B. USJF National Championships are October 28, 2023 at City College of San Francisco using Smoothcomp

**X. ADJOURNMENT - 1:49 pm Pacific**

**XI. REMINDERS**

- A. All committee members and other interested USJF members are welcome to attend USJF committee and board meetings. USJF meetings are open. Committee Chairpersons and Yudanshakai Presidents should, as a matter of course, routinely communicate all USJF meeting schedules and related National Office information/notices to all dojos.
- B. In accordance with the USJF by-laws, the deadline for member agenda item requests is 45 days prior to the meeting.

**2024 FY****INCOME CATEGORIES****REGISTRATIONS**

1100a	Registration Juniors & Seniors	\$400,000
1100b	Registration Short-term	\$20,000
1100e	Registration Family - misc	\$25,000
1110	Registration Booster Members	\$1,500
1120	Registration USJI Secondary	\$0
1200	Registration Life (Active)	\$28,000
1100ydk	YDK Membership Rebates	(\$85,000)
1250	Make-Up Fees	\$2,000
1400	Yudanshakai Fee	\$5,000
1500	Club Fee	\$6,500

**TOTAL REGISTRATION \$403,000****PROMOTION FEES**

\$20,000

**SANCTION FEES**

\$5,000

**DEVELOPMENT**

4701	Teachers Institute (NTIS)	\$2,000
4702	Referee Development (RDCS)	\$1,000
4704	Kata Development and Certification (KDCS)	
4704B	National Kata Certification	\$250
4706	Coach Development (NCDS)	
4706A	National Coach Development Clinics	\$600
4706B	National Coach Development Certificates	\$600
4706C	National Coach Development Manuals	\$600
4711	Self-Defense	
4711B	Self-Defense Certificates	\$200

**INTEREST INCOME**

6002a	Reserve Interest Income - Raymond James	\$14,000
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**OPERATION FUND DONATIONS**

\$250

**TRANSFERS**

6205	Transfer from General Endowment for Development	\$30,000
	Transfer from General Endowment for Development *	\$5,000
	Transfer from Robert Brink for HOF/LAA Awards	\$5,000

**INCOME FROM ERTC (COVID PAYROLL REFUND PROGRAM) \*\***

\$60,000

**PROPOSAL TO WITHOLD PARTIAL YDK FEE \*\*\***

\$38,000

**TOTAL INCOME CATEGORIES \*\*\*\* \$585,500**

\* An additional \$5,000 will be available if Endowment Trustees choose to invest available funds in higher-earning interest accounts

\*\* Assistant Treasurer and National Office will work together to apply for available monies

\*\*\* President will introduce motion to withhold some of the YDK "rebate" at an upcoming BOD meeting

\*\*\*\* USJF has a serious revenue problem

<b>EXPENSE CATEGORIES</b>		
7000	<b>OPERATIONS</b>	
7011	Taxes	
7011A	Corporate Filing Fees	\$800
7011C	Employment Tax (FICA, SS, Etc.)	\$34,487
7020	<b>INSURANCE</b>	
7021	Excess Medical Insurance	\$35,896
7022	Liability Insurance Premium	\$66,859
7023	Worker's Comp Premium	\$1,018
7025	Directors & Officers-Insurance	\$6,414
7026	Business Insurance Premium	\$1,410
7028	Event Medical Liability	\$3,959
7030	<b>PROFESSIONAL FEES</b>	
7031	Legal Fees	\$5,000
7032	Accounting Fees	\$3,000
7040	BOD & BOE Meeting Expenses	\$8,000
7050	<b>OFFICE FACILITY EXPENSES</b>	
7051	Rent	\$14,100
7052	Electricity	\$8,400
7060	<b>EMPLOYEE WAGES</b>	
7061	Executive Director	\$77,868
7062	Administrative Manager	\$64,896
7063	Administrative Assistant	\$72,800
7064	Administrative (part-time)	\$14,352
7066	Website person (CONTRACTOR)	\$20,000
7070	<b>EMPLOYEE BENEFITS</b>	
7071	Medical Expense Reimbursement	\$21,842
7072	Retirement IRA	\$6,897
7073	Employee Training	\$1,500
7100	<b>OFFICE EXPENSES</b>	
7110	Printing	
7110A	Reproduction	\$1,125
7110C	Ink and toner	\$4,680
7112	Bank Charges	\$500
7113	Credit Card Charges	\$2,500
7114	PayPal Fees	\$6,000
7120	Equipment	\$2,750
7130	Postage	

7131	US Postal Service	\$4,060
7132	Non US Postal Services	\$600
7140	Telephone Expenses	\$3,610
7150	Machine Maintenance	\$1,500
7160	<b>SUPPLIES/SOFTWARE</b>	
7161	Office Expenses	\$4,800
7200	<b>OFFICE TRAVEL</b>	
7202	National Meetings	\$13,860
	<b>TOTAL NATIONAL OFFICE EXPENSES</b>	<b>\$515,483</b>
7300	<b>PRESIDENTIAL EXPENSES</b>	
	Travel	\$8,000
	USJF Branding (see supporting docs)	\$13,500
	Incentive for National Office Employees	\$10,000
7500	<b>COMMITTEE WORKING EXPENSES</b>	
7503	National Office Oversight	\$517
7508	Social Media Committee	\$5,000
7520	Hall of Fame Committee Expenses	\$5,000
8000	<b>AWARDS</b>	
8001	Athlete/Scholar	\$2,500
8003	Academic Honors Society	
8003A	Elementary	\$500
8003B	Junior and High School	\$750
8004	Jeremy Glick Memorial Spirit of Judo Award	\$250
	<b>TOTAL MISC OPERATIONS</b>	<b>\$46,017</b>
9000	<b>DEVELOPMENT EXPENSES</b>	
9050	Minor Assistance Program	\$500
9102	Development Committee (DC) Chair Travel	\$3,000
9110	Teachers Institute ( NTIS)	\$2,500
9113	NTIS Chair Travel	\$1,000
9119	NTIS Miscellaneous Programs	\$500
9120	National Senior Development Program (NSDS)	\$3,000
9130	National Kata Development Programs (NKCS)	\$3,500
9131	NKCS Chair Travel	\$500
9140	National Referee Development Program (NRDS)	\$2,500
9142	NRDS Chair Travel	\$1,000
9149	NRDS Misc Programs	\$500
9150	National Jr. Youth Development Programs (NHYDS)	\$2,500
9152	Chair Travel (NHYDS)	\$1,000
9159	Miscellaneous Programs (NHYDS )	\$500

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9160	National Coach Development (NCDS)	\$2,500
9161	NCDS Chair Travel	\$1,000
9169	NSDS Misc Programs	\$500
9176	Self-Defense Sub-Committee - Misc Programs	\$3,000
9177	Self-Defense Sub-Committee Travel	\$1,000
9194	High Performance Program / Clinics / National Tournament	\$10,000
9199	Development Committee Other - Grant Request	\$3,000
	<b>TOTAL DEVELOPMENT</b>	<b>\$43,500</b>
	<b>TOTAL EXPENSE CATEGORIES (NO + MISC + DEV)</b>	<b>\$605,000</b>
	<b>OPERATING SURPLUS/DEFICIT</b>	<b>(19,500)</b>