

UNITED STATES JUDO FEDERATION, 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: 50th 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	Robert Brink/50 th State	Edward Hanashiro/50 th State
Natalie Roy/50 th State	Dennis Gutridge/Central Coast	Daniel Kikuchi/Central Coast
Davin Tillman/Central Coast	Bryan Matsuoka/Daiheigen	Pedro Kolychkin/Florida State
Dr. Richard Nakatsu/Hawaii	Matsuo Takeda/Hokka	Boris Munoz/Hudson
Joshua Kindelberger/Intermountain	Noble Morinaka/Intermountain	Christopher Reid/Konan
Thomas Sheehan/Konan	Keith Chu/Nanka	Gary Goltz/Nanka
Cheryl Harai/Nanka	Steven Lysenko/Niagara	Rod Conduragis/Northwest
Jason Harai/Northwest	Kristofer Larson/Northwest	Karen Nagai/Northwest
Hannah Tsutsui/San Joaquin	Dr. Larry Tsutsui/San Joaquin	Roy Englert/Shufu
D. Eric Spears/Shufu	Gaiv Tata/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
3100	PROMOTION FEES			\$20,000
3200	SANCTION FEES			\$5,000
4700	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
6000	INTEREST INCOME			
6002a		Reserve Interest Income - Raymond James		\$14,000
6600	OPERATION FUND DONATIONS			\$250
6200	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 WITHHOLD 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				

<u>EXPENSE CATEGORIES</u>				
7000	OPERATIONS			
7011		Taxes		
7011A		Corporate Filing Fees		\$800
7011C		Employment Tax (FICA, SS, Etc.)		\$34,487
7020	INSURANCE			
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	PROFESSIONAL FEES			
7031		Legal Fees		\$5,000
7032		Accounting Fees		\$3,000
7040		BOD & BOE Meeting Expenses		\$8,000
7050	OFFICE FACILITY EXPENSES			
7051		Rent		\$14,100
7052		Electricity		\$8,400
7060	EMPLOYEE WAGES			
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	EMPLOYEE BENEFITS			
7071		Medical Expense Reimbursement		\$21,842
7072		Retirement IRA		\$6,897
7073		Employee Training		\$1,500
7100	OFFICE EXPENSES			
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		SUPPLIES/SOFTWARE	
7161		Office Expenses	\$4,800
7200		OFFICE TRAVEL	
7202		National Meetings	\$13,860
		TOTAL NATIONAL OFFICE EXPENSES	\$515,483
7300		PRESIDENTIAL EXPENSES	
		Travel	\$8,000
		USJF Branding (see supporting docs)	\$13,500
		Incentive for National Office Employees	\$10,000
7500		COMMITTEE WORKING EXPENSES	
7503		National Office Oversight	\$517
7508		Social Media Committee	\$5,000
7520		Hall of Fame Committee Expenses	\$5,000
8000		AWARDS	
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
		TOTAL MISC OPERATIONS	\$46,017
9000		DEVELOPMENT EXPENSES	
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 (NJYDS)	\$2,500
9152		Chair Travel (NJYDS)	\$1,000
9159		Miscellaneous Programs (NJYDS)	\$500

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
		TOTAL DEVELOPMENT	\$43,500
TOTAL EXPENSE CATEGORIES (NO + MISC + DEV)			\$605,000
OPERATING SURPLUS/DEFICIT			(19,500)