



# UNITED STATES JUDO FEDERATION

**Executive Director**  
**Robert S. Fukuda**

**Mailing Address:**  
P. O. Box 338  
Ontario, OR 97914-0338

**Telephone:**  
(541) 889-8753

**Faxes:**  
(541) 889-5836

**Internet:**  
[www.usjf.com](http://www.usjf.com)  
[no@usjf.com](mailto:no@usjf.com)

## MEMORANDUM

**TO:** USJF Board of Directors & Board of Examiners Delegates  
Yudanshakai Presidents & Rank Registration Chairpersons  
USJF Committee Chairpersons • USJF Executive Committee

**FROM:** Robert Fukuda, Executive Director

**RE:** 2025 USJF Annual Spring Committee, BOE & BOD Meetings Info

**DATE:** February 4, 2025 (**CORRECTED**)

The 2025 USJF Spring Committee, BOE & BOD Meetings will be held on **Friday, April 25, 2025, thru Sunday, April 27, 2025, at the AC Hotel Miami Dadeland in Miami, Florida**. The following is the general information, deadlines, and tentative schedule.

- **Airport:** Miami International Airport (MIA)
- **HQ Hotel & Mtg Loc:** AC Hotel Miami Dadeland (ACHMD) • 7695 N Kendall Drive, Miami, FL, 33156  
Phone: (305) 668-4490
- **HQ Hotel Reservations:** AC Hotel Miami Dadeland • 2025 USJF Annual Spring Meetings  
Marriott Reservations: 888-236-2427  
Online: <https://www.marriott.com/event-reservations/reservation-link.mi?id=1737998130901&key=GRP&questreslink2=true&app=resvlink>  
Room Types: King or 2 Queens

	Wed 04/23/25	Thu 04/24/25	Fri 04/25/25	Sat 04/26/25	Sun 04/27/25
Room	\$ 189.00	\$ 189.00	\$ 189.00	\$ 189.00	\$ 189.00
+13% tax	\$ 24.57	\$ 24.57	\$ 24.57	\$ 24.57	\$ 24.57
<b>Total</b>	<b>\$ 213.57</b>	<b>\$ 213.57</b>	<b>\$ 213.57</b>	<b>\$ 213.57</b>	<b>\$ 213.57</b>

Reservation **cut-off date is Monday, March 28, 2025 @ 1600 Eastern Time**. Group rate is **NOT GUARANTEED** after the cut-off date. Please book your room EARLY. If the room block fills up early, we may be able to add rooms to our block & accommodate you. Booking right at the deadline generally makes it impossible to add rooms to our block at the last-minute.

- **Airport & Ground Trans:** ACHMD **DOES NOT** have complimentary transportation to/from MIA.  
Here are some sample one-way fares for transport between MIA & ACHMD:  
**Taxi/Uber/Lyft: ≈\$25 • Airport Shuttle: ≈\$50**

- **Schedule:** See separate schedule document: **USJF Mtg Sched 241003.pdf**

**Wed, 04/23/25:** Arrivals

**Thu, 04/24/25:** Arrivals

**Fri, 04/25/25:** Committee Meetings & BOE Meeting

**Sat, 04/26/25:** BOD Meetings, Seminars & Social Function

**Sun, 04/27/25:** Seminars & Departures

**Mon, 04/28/25:** Departures

- **Committee Chairpersons**
  1. If your committee is meeting in Miami, please email me your request for your time slot on or before **Monday, March 31, 2025**. Slots will be allocated on a 1<sup>st</sup> come-first serve basis in 30-minute blocks. Starting at the top or the bottom of the hour. Please indicate your start time and end times. Please email your meeting space request to: [usjfed@usjf.com](mailto:usjfed@usjf.com)
  2. If your committee **WILL NOT** be meeting in Miami, please send an email indicating "not meeting in Miami" to: [usjfed@usjf.com](mailto:usjfed@usjf.com). **Please schedule & conduct your committee meeting on or BEFORE Monday, March 31, 2025, via Zoom.** You may use the USJF Zoom account to conduct your meeting or you may use your own account. Please contact me via [usjfed@usjf.com](mailto:usjfed@usjf.com) to use the USJF account.
  3. **DEADLINE for committee report/minutes is Monday, March 31, 2025, in PDF format.** reports should include reports/minutes FY 2025 activities and a report on programs and plans for FY 2026 by Monday, March 31, 2025. **Please email your PDF report to: [usjfed@usjf.com](mailto:usjfed@usjf.com).**

- **Important Deadlines:** There are several important deadlines for your everyone below. Please be sure to review and familiarize yourself with each deadline.

**March 11, 2025 – Promotion Applications DEADLINE (45 days prior to National Promotion Mtg)**

Promotion applications for review and consideration by the Promotion Committee MUST be submitted with all fees and received by the National Office by **Tuesday, March 11, 2025**. Applications that are incomplete or received after this date will be considered at the Fall 2025 Promotion Committee meeting.

**March 17, 2025 – Committee Meeting DEADLINE – For Those NOT Meeting in Miami.**

All committees who are NOT meeting in Miami are EXPECTED to meet on or prior to 03/17/2025.

1. You may use the National Office's Zoom account to host your committee meeting.
2. USJF has a single license = one meeting at a time with **NO overlapping of meetings**
3. Schedule date & time for your committee by emailing the National Office with the following information:
  - a. Date
  - b. Time & Time Zone (Eastern, Central, Mountain, Pacific, Alaskan, Hawaiian)
  - c. Duration of Meeting - in 0.5 hour increments
  - d. If you will be using the USJF Zoom account or your own account
  - e. If utilizing USJF's Zoom account, we will block out dates & times on a first-come first-served basis on USJF's Zoom master calendar
4. Committee meeting should discuss
  - a. Activities, status & update on current programs for FY 2025 & FY 2026
  - b. Successes
  - c. Planning for the remainder of FY 2025 & what's ahead for FY 2026
  - d. Long-term planning & programs
5. **AFTER** your committee meeting:
  - a. Please submit your committee reports/minutes (PDF format) for the BOD
  - b. **Committee report submission deadline, Monday, March 31, 2025**

**March 26, 2025 – BOE & BOD Agenda Items DEADLINE (30 days prior to BOE & BOD Mtg)**

All agenda items for the Board of Examiners and/or the Board of Directors meetings must be submitted by in writing, to the National Office by **Wednesday, March 26, 2025.**

**March 31, 2025 – Committee Meeting Space Request DEADLINE**

**All committees** that plan to hold meetings in Miami, must submit their written requests on or before **Monday, March 31, 2025.** Please indicate the amount of time that your committee will need in 30 minute increments.

**March 31, 2025 – Committee Report/Minutes DEADLINE**

**All committees** should submit their written reports/minutes to the National Office as finished documents in PDF format on or before the deadline.

**March 31, 2025 – Membership For Vote Count DEADLINE**

The registration deadline for the purposes of vote count determination is **Monday, March 31, 2025.** Registrations must be submitted with all fees & received by the National Office with all fees by this date. (article IV, section 2.B)

**March 31, 2025 – BOE & BOD YDK Delegate Roster DEADLINE**