



Wheelchair and Ambulatory Sports, USA
Board of Directors Meeting
June 25, 2014
7:00pm – 8:30pm EST

Present: Gregg Baumgarten, Mike Burns, Jerry Clayton, Phil Galli, Paul Johnson, Deb Armento, Ralph Armento, Mike Mushett

Absent: Melinda Chappell, Jessica Cloy, Amie Day, Paul DePace, Darlene Hunter, Denise Hutchins, Glen O'Sullivan

1. **Primavera Report:** Mike Mushett reported
 - a. Report and draft survey sent to Board on Monday, June 23 for review
 - b. Project is moving forward on schedule, expected to be completed by August 31, 2014
 - c. Primavera is in the process of completing interviews with individuals representing strategic audiences critical to WASUSA's success. Interviewees include:
 - i. Ann Cody, Anjali Forber Pratt, Clayton Frech, Lane Gram, Kirk Bauer, William Gilbane, Steve Whisnant, Cathy Sellers
 - d. Primavera has developed a survey (in collaboration with Darlene hunter, Gregg Baumgarten & Mike Mushett) for distribution to the WASUSA family to solicit perceptions of WASUSA and its programs.
 - i. Survey was discussed by Board. Survey deemed ready to go-no issues or modifications requested by Board.
 - ii. Board agreed to allow Primavera to distribute and process survey using the tool "Survey Monkey" pending the execution of a Nondisclosure Agreement (NDA) between Primavera and WASUSA.
 - iii. Ralph Armento will work with Jeannine Hansen of Primavera on executing the NDA and the transfer of WASUSA's contact list to Primavera.
 - iv. Survey is scheduled to be distributed on July 9th for seven days. A reminder will be sent out to those who have not yet completed the survey after 5 days.
 - v. Ralph Armento will take the lead in drafting an advance communication to the WASUSA contact list and to be posted on the website. Communication will alert folks that the survey will be forthcoming, that Primavera has been authorized by WASUSA to conduct the survey, identification of survey participants will be confidential, and encouraging completion of the survey.
 - e. Primavera will develop a *Target Audience Analysis (Report)* which will summarize current attitudes/views of WASUSA (per interviews and surveys).
 - f. Primavera will schedule *Mission, Vision, Values Development* sessions with Board (4 hours) to develop agreement on WASUSA's purpose, uniqueness, future direction etc. A strategic planning session to craft a unified focus and create alignment among all WASUSA leaders.
 - g. *Message Platform Creation*-Primavera Group will develop a message foundation to empower all WASUSA representatives to accurately and succinctly describe the organization, its purpose, goals, and priorities.
2. **National Delegate Assembly**
 - a. Dates are November 7-9 at the Crowne Plaza Hotel in Phoenix, AZ
 - b. Target is 70 attendees at \$60 per person registration fee
 - c. A minimal concern is that there are only 10-13 wheelchair accessible hotel rooms
 - d. Gregg has negotiated room rate at \$99 per night
 - e. **WASUSA (Ralph & Gregg) will prepare a "Save the Date" notice for NDA which will be sent out/posted on the website prior to NJDC**
 - f. **Gregg, Ralph and Mike will prepare the NDA program to be distributed no later than September 1 with Board input and collaboration**
 - i. All realize the need for an interesting and productive program to motivate attendance.
3. **2014 NJDC**
 - a. Preparation for NJDC has been challenging due to lack of engagement by some of the LOC.
 - b. Debbie Armento indicated that athlete registration numbers have increased significantly over 2013. Expectations are for approximately 180 athletes.
 - c. Debbie indicated that games organization is shaping up well largely due to the efforts of the WASUSA team
4. **Financial Report**
 - a. Mike Burns prepared and submitted a comprehensive financial report January –May 2014