

ANNUAL MEETING OF THE MEMBERSHIP  
 CAPITOL DIVISION, USFA  
 18 June 2023  
 Virtual Meeting

**Meeting Attendees:**

Position	Name	Present	Absent
Chairperson	Nick Ferrara	+	
Vice-Chairperson	Arnold Wynn	+	
Treasurer	Fen Tamulonis	+	
Secretary	Bettie Graham	+	
Member-at-Large	Valerie Asher	+	
Member-at-Large	Raymond Finkleman	+	
Member-at-Large	Elliott Clinton	+	
Club Representative	Chevy Chase Fencing Club—Matthew Moore	+	
Club Representative	DC Fencers Club—Eliza Mace		+
Club Representative	Capital Fencing Academy—Elliott Clinton	+	
Club Representative	George Washington University FC—Hunter Higgison		+
Club Representative	Half Shell/U Maryland FC		+
Club Representative	Nazlymov Fencing—Jill Feldman	+	
Club Representative	Invicta Sports		+
Club Representative	National Capital Fencers Club		+
Club Representative	Royal Fencing Academy— Oleg Rusanov	+	
Club Representative	Malcolm Patterson- Rockville Fencing Academy	+	
Cap Div Member	Todd Bukowski - Nazlymov Fencing	+	

The meeting was opened at 1:05 pm.

**Opening of the Meeting:**

Nick opened the meeting and thanked everyone for a great fencing year.

**Treasurer’s Report:**

Fen presented the Treasurer’s report. The slide presentation will become part of the Annual Meeting minutes. In summary: (1) Fencing Year 2023: The bank balance as of June 17 was \$41,407.<sup>1</sup> This does not include: (a) outstanding disbursements for international travel and club development grants; (b) UM split for the Cherry Blossom Open; (c) net pay from the Tune Up which will be held June 24/25; and (d) disbursement for the 2023 Mike Brown Award. Clubs have until the end of June to submit their club development applications.

The budget projection for 2023–2024 includes a 19% increase. With a balance of approximately \$41,407 in the Division’s bank account , it is anticipated that spending will be approximately \$26,903.

The Treasurer's report was accepted with the contingency that the 2023 fencing year ends June 30 and there are still outstanding disbursements to be made and the Tune Up will be held June 24/25.

The Treasurer received very positive feedback for a very comprehensive report.

There was also a related discussion about the Capitol Division's 2023 activities:

- The Division fencing events were well run. The registration and payment for events through ASKFRED worked well.
- Concerns were expressed about the UM venue for the 2023 Cherry Blossom Open. Specifically, there were concerns about the strips. A suggestion was made to look for another venue. It was decided that the Capitol Division leadership would work with the UM officials to see if some of these issues of concern could be mitigate through better and earlier communications.

### ***Revision of the USFA Capitol Division By-Laws***

USA Fencing has distributed a new set of by-laws for all divisions to adopt starting in the 2023-2024 season. Nick has spearheaded revising our existing by-laws to conform to USA Fencing's division bylaw template.

The division discussed and approved several potential revisions to these bylaws. USFA must approve the Division's By-Laws before they become effective. The new By-Laws and pending potential revisions are posted on the division's website.

### ***USFA Capitol Division Operating Guide***

As part of its initiative to update division bylaws, USA Fencing is also requiring divisions to create and utilize a Division Operating Guide. The Division Operating Guide spells out how divisions should operate and can be partially customized from USA Fencing's operating guide template to fit each division's needs.

Using this template, Nick has drafted an Operating Guide for the Capitol Division. The Guide is posted on the division's website. This Guide describes: (1) the makeup of the Executive Committee; (2) the roles and responsibilities of officers and at-large members; (3) club representations; (4) standing subcommittees; and (5) guidelines for holding Capitol Division tournaments.

As part of revising the Division Operating Guide, the Division approved several changes to its makeup and processes, including:

- The makeup of the Executive Committee will include two Vice Chairpersons
- There will be four At-Large Members instead of three
- The process for nominations and elections to the Executive Committee have now changed. At a high level, the new process is:

- First, the Nominating Committee will attempt to find candidates for Executive Committee officer and At-large positions. All nominations will be submitted to the Secretary
- Second, any member of the Executive Committee may directly nominate a Division member in good standing in advance of the annual meeting for an Executive Committee officer or At-Large position by informing the Secretary of the nomination
- Third, all nominations provided to the Secretary will be circulated as part of the notice of the Annual Meeting's to the Division membership
- Four, other nominations will be accepted at the Annual Meeting and
- Five, elections will be conducted at the Annual Meeting.

The Division Operating Guide will need to be submitted to USA Fencing, but does not require their approval.

***Election of Division Officers for 2023–2024.***

The officers' slate submitted by the Nominating Committee is listed below:

Chair: Nick Ferrara  
 Vice Chairs: Arnold Wynn and Todd Bukowski  
 Secretary: Bettie Graham  
 Treasurer: Fen Tamulonis  
 At Large Member: Valerie Asher  
 At Large Member: Raymond Finkleman  
 At Large Member: Elliott Clinton  
 At Large Member: Chris Ta

By unanimous consent, the slate was approved.

**ACTION:**

- The name of club representatives should be sent to Bettie by 31 July 2023.
- The first meeting of the Executive will be scheduled for sometime in July/August 2023.

The meeting was adjourned at 3:38 pm.

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<sup>i</sup> Rounded up to the nearest dollar.