CAPABILITY STATEMENT, STATE ATHLETIC AND ACTIVITIES ASSOCIATIONS

iB Consulting USA

Independent governance review and board advising for state athletic and activities associations, grounded in doctoral research on how athletic administrators make decisions. Independent evidence at a fixed fee on a fixed timeline.

FOR Association boards and executive staff | WHEN Planning, bylaws, or a transition | FEE Fixed at engagement | SIZE Small business, SBA WOSB

Mel K Meier, DBA
PRINCIPAL

2007
Examining organizations under the Baldrige framework since

50+
Organizations examined under the framework

2026
Doctorate, research on how athletic administrators decide

2017
Firm established, woman owned since founding

Core competencies

1 Governance Health Check

A confidential survey of board or council members and a careful read of the constitution, bylaws, and meeting record, with a briefing on what the evidence shows.

Three weeks for a board review.

2 Constitution, bylaws, and policy review

A review of governing documents and policies against current practice, new state requirements, and member expectations, with recommendations the board can act on.

3 Strategic planning facilitation

Facilitated planning with the board and executive staff, with the action plans and measures the association can report to its member schools.

Single sessions or a monthly retainer.

4 Board advising and executive sessions

A retained advisor to the board or executive director, and sessions on decision making under pressure and governance for boards and athletic administrators.

Single sessions or a twelve month retainer.

Custom engagements. The four areas above are the most common requests. Any other need, including research for the association, can be scoped with the fixed fee and timeline set in writing before engagement. To learn more about other services, visit ibconsultingusa.com/board-advisory.

What sets the work apart

- Examiner led. The principal has examined organizations under the Baldrige framework since 2007, was appointed Master Examiner in 2023, and conducts every engagement personally.
- Research grounded. Doctoral research on how athletic administrators make decisions, presented at NASSM 2026 and SMAANZ 2025.
- Fixed fee and fixed timeline, set before engagement. The report belongs to the association, and no product or follow on sale is tied to any recommendation.
- **Confidential by design.** A confidentiality agreement or NDA is signed before any document changes hands. Survey responses are aggregated, and client confidentiality is protected.

Common uses

- A strategic plan ending or being renewed.
- Constitution or bylaws changes, or a new state law that affects how the association is governed.
- A change in board size, structure, or rule making authority.
- An executive director transition or a new board president.
- A board that wants an outside read on how it decides.

Registrations and certifications

SAM.gov	Active registration, UEI HK53V4DXAXL9
SBA WOSB	Certified woman owned small business
State of Nebraska	Registered contractor, Vendor ID 2814313
Tennessee Go-DBE	Certified Woman Business Enterprise
Insurance	Certificates available on request

Engagement paths

- Services agreement with the association, scope and fixed fee set in writing before work begins.
- Start with a Governance Health Check, then a bylaws review, planning, or retained advising.
- Fixed fee set at engagement, invoiced by milestone. No hourly billing. Travel at cost.
- **Independent.** No product, software, or search firm behind the work, and the report belongs to the association.

Request a 15 minute scoping call

Bring the question you have, even if it is not listed above.

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