

USATF Association Meeting  
 September 24, 2017  
 Location: University of Pittsburgh

Meeting minutes

Start: 2:05 pm

End:

Members signed in and  
 Introductions and welcome made by Frank Rodenbaugh  
 All others introduced themselves  
 East Regional Rep – Monique White – visiting local associations

Four members attended the meeting on line

Monique White

- October 1<sup>st</sup> – must select volunteer of the year award
- Association grant going forward must be used and if they are not used by the associations the national office will remove them
- Travel grants are available
- If there is a grievance – a panel must be identified to serve on the panel
- AEC East and Monique will pass the question on to the appropriate person
- Any person in the association attending the annual meeting must register first before the hotels are able to be reserved from the block
- Association workshop is on Wednesday

Frank – sanctions

- 75 sanctions are in (compared to last year at the same time of 55)
- There is a new sanction incentive program and there is a “prize” for increasing sanctions
- We are being penalized by the national office because the association approved a race with dogs
  - Frank and Monique will research if dogs are truly not allowed
- The bonus for sanctions is a 3 tier program

Oronde – made a statement that dogs are on the course or near during competitions

- Should we put in writing that dogs/pets are not permitted on or near the course unleashed

Brenda – points out that the Liberty Mile has a dog portion and we may be in violation of the sanction  
 USATF does not sanction races with dogs or pits as a part of the course

Committee reports

Cindy – Membership

- 1859 CURRENT AND IS IN LINE WITH LAST YEAR
- MOST ARE YOUTH
- 286 individual had coach as a part of their profile
- Clubs – 30 registered and there were not renewed because of background check
- Background check had a lot of admin work due to the switch in companies
- There were additional checks for officials
- The check is good for 2 years
- Timing
  - Most of the meets were hand timed

- There were networking issues
- All equipment is tested each week before the meet
- The association has a new computer
- We still need people to learn the timing system and computers
- We need back up people to: hand time, work the finish line and start line
- The goal is to time our own regional meet the next time that we host (2019)
- We purchased 4 wind gauges - they should be used manually for track and horizontal events

Robert Williams – how many members are youth 1474 are youth

Bruce Long – officials report

- We have 68 officials who are certified
- 18 masters
- 20 associations
- 9 apprentice
- We added clinics to try to recruit officials
- There are some officials who have not finished the background checks
- We purchased a 209 primer pistol to save on the cost of shells
  - Idea taken from Mid Atlantic
- Two road races are looking for more officials
  - Penguin and EQT race needs officials
- Officials who have contributed to the association throughout the year and this year they go to: Brenda Ansell and Craig Watts
- Bruce is handing out Pins

Marty question – the loss of apprentices is attributed to the age (college and/or high school) cannot afford the cost of paying for a shirt, background checks, join an association and we should look for some way to assist paying for them

A few Allegheny College students were certified in a different association

Bruce Long - officials

- The national office is not certifying anyone younger than 18 years of age

Frank Rodenbaugh

- Officials memberships count toward the annual certification process

Monique White - notes that she is here to help the association remain certified and make sure that the paperwork is clear and in order by the annual meeting

If there are problems – contact Monique early for assistance

Mark Schwartz – Championships

- Open and Masters – 2<sup>nd</sup> year in a row an indoor championship was held
- John Papa did not charge for sharing the meet at Slippery Rock
- Outdoor – there were 2 meets on the same weekend
  - Open and masters association meet
  - Combined events meet held at Slippery Rock – 48 competed
- Jordan Geist competed in the world and junior meets
- Ayden Owens – competed in 110 and 400 hurdles in junior
- Madison Wiltrout
- Evan Blaire shot and discus
- Nick Wolk – won 5k in US juniors

- Combined north American meet this summer Joe Rupp
- Cindy – will the same set up for this indoor season happen at Slippery Rock
- Oronde – questioned how many is “some” when referring to people registered and compete Lake Erie Association who would compete in our association if it were held at Slippery Rock

#### Joe Sarver – Long Distance report

- We have the 2<sup>nd</sup> annual EQT on schedule
- Joe received a call from the Altoona Trail runners about hosting a championship, but it is on hold
- The collegiate running championships is something that Joe would like to develop in our area
- If you run well enough in the collegiate series you may qualify for international competitions hosted by Steve Taylor

#### Chuck Davis

- Cal U associations \$ 15808.12
- Expenses
- Profit
- We saved on awards and program booklets
- Officials were fed differently to try to encourage more participation
- We have not sent out the honors awards selections and that is being revamped due to lack of participation with the on line voting
- The youth travel grant went unused last year and was established by Oronde Sharif
- The \$1 collected per youth meet went toward the grant
- Invoice have not been issued because Chuck’s computer was down
- Cross Country season starts next Sunday
- We are hosting the association meet and regional meet
- It will not be held at the Cooper’s Lake site
- Westmoreland County Community College
- Association November 12
- Regional meet November 19
- Joe Obeldobel asked if the forms are on line and the answer is yes

#### Robert Williams – cross country

- The course is ready, flat and fast
- The course maps are set for 2k, 3, and 5k is a preset course
- The price is a great deal for what we are getting
- There was much discussion about the need for tents
- We should have the tents for the region meet
- The new contract has been sent and is awaiting the signatures
- The tent is 20 x 20
- Locker rooms are available for use
- Restrooms are available inside the building
- Flagging the course will need volunteers
- Brian will have PDF files for the maps
- Cindy – some supplies from the last region meet are in the shed

#### Noell Webb – Treasurer

- The report was handed out and posted on line
- Refer to the report for specific numbers

- Officials income –
- Linda and Noell worked closely in putting together the categories
- Cindy – marketing question
  - The numbers should be higher for Tricia Myers – response was they are included in a different category under business expenses (administrative marketing will move)
- Frank – sanctions to usatf as income – it may need to be moved
- Araina made a Recommendation – keep marketing as a class account and add classes
- Linda – a discussion will be had at the board meeting about an audit
  - Linda will look for some volunteers for the 2<sup>nd</sup> quarter of next year
  - There were several comparisons done and our costs from year to year have increased
  - There are things that have changed and we need to reevaluate those areas
  - Capital One card has far too many charges that are untracked
- Robert suggested that we need to see the monthly charges for the Capital One card
- Cindy - the PNC Card is not tended to as well as it should be
- Linda feels that we need a quarterly financial meeting
- Frank – a championship sanction was sent to Frank because the person was not computer savvy and the association paid the sanction for him
- Frank does not see a sanction for the summer championship
- The sanction fee should have been taken from our profits of the championship because the sanction fee does not show up in the expenses
- Regarding expense reports – please make sure that they get to the correct email address (treasurer email address)
- Youth committee reports should go direct to Chuck Davis for approval
- Robert Williams - \$3000 what is the breakdown for the XC expenses facility use
- A budget for the year and a summary of expenditures are posted on the website annually
- Nicole Berry – what goes into marketing
  - Some items include: web maintenance, email delivery system, cross country challenge, honors programs, maintaining the news, collecting results, news stories, etc.
- 2016 budget and expenditures will be posted to the website and in the next few weeks the new budget will be approved

Annual Meeting Delegation –

Cindy – The meeting is in Columbus, OH this year

- There is room for a male to travel

Monique White – it is real important for the youth participant to attend the meetings

Marty – expressed interest in attending the annual meeting

Old business –

Linda is standing in for Bill Phelps's presentation

- 6 different items that were identified in an SWOT Analysis
- The areas identified are in need of participants
- Need to increase Lynx and Hytek operators

Policy on payment due associations – check was due today and team representation is no present

Oronde – policy on payment of fees to associations

- Teams had issues with paying on time
- Teams would pay before we took action

- A penalty was proposed
- A late fee was to be added on and further actions with each step necessary
- Is there an electronic copy that can be posted on the website
- The association must adhere to the policy
- Joe Obeldobel – teams do not submit the listed awards for finishing places – what does the association do in regard to the lack of action. Teams have paid fees to compete and an action should be taken by the association on behalf of the athletes/teams/coaches
- The suggestion would be to file a grievance
- Robert Williams suggests that we need to include the items in a club of good standing
- Cindy suggests that we need to have an agreement in place that
- We need to follow or own policies and procedures and put the grievances in writing and present them to the Executive Board
- Robert Williams suggests that we assist clubs is recouping payments due
- Marty – asked if we have a grievance
- Joe O – problem is who gets the grievance
- Clarification – there is no grievance process in the Youth Committee
- The website should have a separate drop down for the grievance process and initiate the grievance
- Brenda – there is a form in the national template and place it on the website separately
- The information regarding a team hosting a meet was passed out
  - The information must have date of approval and posted on the website
  - The document may be amended to include language for awards
  - Effective date must be January 9, 2017
  - Discussion about when the document went into effect
- New Business
  - Joe O – on the website the sanction fee is listed and if you call Frank there is a discount
  - The same information regarding the discount is not listed on the website
  - Cindy suggests not to post the discount on the website unless there is a disclaimer is included about the youth committee approval

Elections

Nominations

Robert Williams

Executive Board

President

Frank , 2<sup>nd</sup> Cindy and Robert Williams 2<sup>nd</sup> Steve, Frank withdraws his name – Robert was elected in

1<sup>st</sup> Vice President nominations from the floor – Nicole Logan and 2<sup>nd</sup> Frank

Nominations closed and Nicole is elected as 1<sup>st</sup> Vice President

2<sup>nd</sup> Vice President – Linda is nominated and 2<sup>nd</sup> Noell nominations closed and Linda is elected

Secretary Latonya is nominated 2<sup>nd</sup> and closed – accepted and closed Latonya is elected

Treasurer Noell is nominated and 2<sup>nd</sup> Joe Obeldobel nominations are closed and Noell is elected

Elected positions –

President – Robert Williams

1<sup>st</sup> Vice President – Nicole Logan

2<sup>nd</sup> Vice President – Linda Phelps

Secretary – Latonya Salley-Sharif

Treasurer – Noel Webb

At Large members and nominations

Brenda Ansell  
 Bill Phelps  
 Marty Goldberg  
 Frank Rodenbaugh  
 Lowell Wetzell  
 John Knabb  
 Nicole Berry

Oronde Sharif – athlete at large

At large nominees had a chance to speak on their own behalf

Cindy Long, Chuck Davis, Oronde Sharif and Robert Shaviss counted ballots

- Results have been counted and the 4 members are: Brenda, Frank, Nicole, Lowell
- Motion was made to destroy the ballot
- Passed and ballots were destroyed

Athlete members – 4

Current members – Oronde Sharif, Caleb, Angel Williamson Wheat, Brian,  
 Morgan Ansell was nominated and 2<sup>nd</sup>  
 Karla Simmons was nominated and 2<sup>nd</sup>  
 Oronde Sharif was nominated and 2<sup>nd</sup>  
 Steve Meddings was nominated and 2<sup>nd</sup>

Nominations for athletes have been closed

Ballots have been counted and Athlete members for the association are:

Oronde Sharif  
 Caleb  
 Steve Meddings  
 Morgan Ansell

Motion to destroy the ballots and 2<sup>nd</sup> and ballots were destroyed

Officials nominations – Bruce Long 2<sup>nd</sup> made and Bruce was elected

LDR and Track and Field Committee will meet to hold elections and report back to larger board

The board meeting was adjourned at 5:07 pm

The youth committee was asked to remain to hold elections

Chair – nominations for Chuck Davis

1<sup>st</sup> Chair (track and field) – nominations for Oronde Sharif

2<sup>nd</sup> Chair (cross country) – Ngozi, Steve Meddings, Robert Shaviss all were 2<sup>nd</sup>

3<sup>rd</sup> Chair – Latonya Salley-Sharif was nominated

Secretary – Becci Carter was nominated

Treasurer – Araina Graham was nominated and 2<sup>nd</sup>

Chuck was elected as chair

Oronde was elected as 2<sup>nd</sup> chair

Latonya was elected as 3<sup>rd</sup> chair

Becci was elected as secretary

Araina was elected as treasurer

2<sup>nd</sup> chair nominations were given the opportunity to speak

Linda Phelps, Cindy Long, Oronde Sharif, and Robert Williams will count the ballots

The ballots have been counted and Steve Meddings has been elected

A call was made to destroy the ballots

There is no change in the positions for Open and Masters and Long Distance Running  
Mens/Womens - Joe Sarver  
Open and Masters – Mark Schawrtz

Meeting ended at 5:25

**Attendance**

Latonya Salley-Sharif  
Oronde Sharif  
Cindy Long  
Bruce Long  
Araina Graham  
Ngozi  
Steve Meddings  
Robert Williams  
Nicole Logan  
Nicole Berry  
Frank Rodenbaugh  
Mark Schwartz  
Becci Carter  
Charles Carter  
Chuck Davis  
Marty Goldberg  
Robert Shaviss  
Gloria Rouse (online video call)  
Joyce Norris  
Brian Brown  
Lowell Wetzell  
Noel Webb  
John Knabb