

**Minutes of the  
Pacific Northwest Track & Field/USATF Pacific Northwest  
Board Meeting held August 17, 2020**

President Ken Emerick called the meeting to order at 7:02 p.m. online via Zoom. The following were present:

P	Ken Emerick	YTH	Holly Genest	OTC	Bob Springer	A-L	Carole Langenbach
VP	Andy Newing	OPN	Tony Monroe	ATH	George Mathews	A-L	Carol Coram
SEC	Ed Viering	MAS	Lance Neubauer	ATH	Katie Burnett	A-L	Jim Ryan
TR	Melita Aquino	COA	Kevin Jackson	ATH		A-L	
IPP		OFF	Geof Newing	ATH		A-L	
	Bob Langenbach		Becca Peter		Jim Neff Anna McConnell		John Patterson

**I MINUTES AND EXECUTIVE REPORTS**

- A. Secretary's Report/Minutes: Ed Viering confirmed we had a quorum. The agenda and latest schedule were distributed. The minutes for the June meeting have been emailed and posted. The minutes were accepted.
- B. Treasurer's Report: Melita Aquino. Report was accepted.
  - 1. Overall Total as of 08/17/2020: \$147,600.80. Group breakdowns:
    - Open \$ 14,209.22
    - Masters \$ 27,413.49
    - Officials T&C \$ 4,375.27
    - Fred Dean Youth Travel \$ 2,113.00
    - General \$ 80,055.82
  - 2. Melita wants to put our money into a better CD. She will talk with the executive board. She is also having trouble getting information from national office. Lance is looking into ways for us to store our own data.
- C. Membership Report: Tracy Silva via email:
  - 1. As of 08/17/2020: Youth– 798; Open– 433; Masters– 596; Clubs– 52.
- D. Sanctions Report: Carole Langenbach. We have 86 sanctions this year. We had 181 at this time last year.
- E. Vice President's Report: Andy Newing. Nothing to report
- F. President's Report: Ken Emerick.
  - 1. Received updated Governance Manual from USATF with new bylaws. Board can change the bylaws now with 2/3 vote... but members can veto at annual meeting with a 2/3 vote... but they can reverse it again with 2/3 vote.
  - 2. Becca is our new SafeSport rep.
  - 3. Tony Monroe from Seattle University accepted appointment as Open Chair.
  - 4. We are looking for an At-Large rep.
- G. Office Manager's Report: Carole Langenbach. Nothing to report.

**II OLD BUSINESS**

- A. By Laws Proposal- Ed Viering. Proposal (Attachment 1) was approved with one amendment—to change annual meeting notice from 14 days back to 30 days.
- B. Officials Recertification Requirements – Bob Springer. National is proposing a scenarios test. We voted against making it mandatory for our association.

**III NEW BUSINESS**

- A. Appoint Elections/Nominating Committee. Kenny Emerick. Carole will be head of committee, assisted by Geof and Lance.
- B. USATF Annual Meeting: Select Head of Delegation – Kenny Emerick. Patti is our Head of Delegation. Meeting will probably be held virtually.

- C. USATF Annual Meeting: Initial Attendee Plan – only need to decide if meeting will be in person.
- D. USATF Annual Meeting: Decide Athlete Funding - only need to decide if meeting will be in person.

#### IV COMMITTEE REPORTS

- A. Youth: Holly Genest.
  - 1. Trisha Myers (National Youth Chair) and Dion Keeton (West Zone Rep) both resigned.
  - 2. New membership website is not user friendly.
  - 3. Florida, Arizona and Nevada have been holding big meets.
  - 4. We had 5 virtual meets. Largest meet had 49 participants.
  - 5. We are hoping to save cross-country season. Possibly run in waves, based on XC skiing method.
  - 6. There is a new club in Everett.
  - 7. They will decide in September on holding JO XC Nationals. If not held, we can't run an Assn or Regl meet.
  - 8. Annual Youth Meeting is Sep 15.
- B. Open: Tony Monroe. NWAC, WAC, PAC12 cancelled fall sports. There is a possibility of holding cross country in early spring.
- C. MUT: Trisha Steidl via email. Trisha made the USA Team for the 6 Hour Global Solidarity Run.
- D. Masters: Lance Neubauer.
  - 1. There have been some virtual meets.
  - 2. George says we are having trouble registering clubs and practices. It is not just the website. National doesn't answer the phone or return emails.
  - 3. There is a rules proposal to allow age 25-29 into Masters T&F.
  - 4. Open and Masters Assn XC Champs will be Nov 8 at Lower Woodland Park ---if we are in phase 3.
- E. Race Walk: Katie Burnett. World Athletics is now accepting road and race walk marks in September, but not ranking points.
- F. Athletes: nothing to report.
- G. Coaches: Kevin Jackson. No level 2/3 online classes. NACAC held an online Zoom Worldwide Coaching Conference.
- H. Officials: Geof Newing. Youth and Masters are the only meets on the schedule. PLU cancelled. Earliest they can do the meet is January.
- I. Officials Training & Certification: Bob Springer.
  - 1. There is an online tutorial for USATF Connect: <https://vimeopro.com/user44435707/usatf-connect-member-tutorials/page/1>.
  - 2. Can't say how many officials we have because the system won't show them if SafeSport not completed.
  - 3. Everyone will have to go to USATF Connect.
  - 4. If under the old system, you were listed for 5 throws, they have disappeared now. The new category is "National Throws".
  - 5. You have to do SafeSport training this year.
- J. Communications: nothing to report
- K. Associations Admin: Kenny Emerick. PNTF is unofficially accredited for 2019. For 2020, COVID will affect requirements for officials and meets, etc., but not fiscal, website and communication requirements.

PNTF Annual Meeting is online on Sep 21.

Next board meeting is location TBD on November 16, 2020. Both meetings are open to all members.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Edward Viering  
Secretary  
Pacific Northwest Track & Field/USATF Pacific Northwest

**ARTICLE 7 • MEETINGS OF AND VOTING IN THIS ASSOCIATION**

There shall be three types of meetings of PNTF, and specific rules governing their operation:

- A Annual:** The annual meeting of PNTF shall be held in the latter portion of each year at such time, date, and place as may be fixed by the Board of Directors. Generally, it shall be held in September so as to precede the national USATF annual meeting held in early December. The Secretary shall send notice via U.S. mail, newsletter, and/or email of such meeting so as to arrive in the normal course of affairs at least thirty (30) days prior to the date as a reminder to all persons listed in Article 6, and shall send out minutes of said meeting not later than ~~thirty (30) ten (10)~~ days after the meeting. Any notice of a meeting change or a change in the election process must be at least ~~seven (7) fourteen (14)~~ days prior to the meeting.
- B Special:** Special meetings of PNTF may be called by the Board at such time, date, and place as they may fix. The Secretary's notice, which must be sent ~~fourteen (14) twenty (20)~~ days prior to the meeting date, must contain a statement of the agenda for which the meeting was called. The Board shall be required to call a special meeting upon written petition of twenty (20) members at least 18 years of age.
- C Board:** Meetings of the PNTF Board shall be held a minimum of four (4) times a year on the third Monday of selected months at such time, date, and place as may be fixed by the Board prior to or at the previous meeting. It shall also hold meetings when requested by two of its members, or by five of its member clubs, or by twenty-five individuals who are USATF members and reside in the PNTF area. The Secretary shall send a written or electronic notice of each meeting to all members of the Board giving time, date, place, and agenda, and shall prepare minutes of all meetings for presentation in the form of a report at the next regular meeting. Any non-Board member may attend Board meetings, but may not speak unless recognized by the chair or another Board member, and may not vote in any Board proceeding.
- The Secretary shall ~~send notice of such meeting twenty (20) days prior to the date as a reminder to all persons listed in Article 6, and shall~~ send out minutes of said meeting not later than ~~thirty (30) ten (10)~~ days after the meeting.
- I Nominations process:** At least ~~thirty (30) sixty (60)~~ days prior to the annual meeting of PNTF each year, the President shall appoint a nominating committee of one (1) to three (3) persons, to make nominations for the various officers of PNTF. The report of the committee shall be distributed with the Secretary's notice of the annual meeting of PNTF. In addition to those of the nominating committee, nominations may be made from the floor at the annual meeting. All candidates must be members and at least 18 years of age as of the date of the meeting. All nominations must be made by a member and seconded by a member.

**K Online meetings:** The PNTF officers may direct that:

1. An online meeting will be held in lieu of any in-person meeting.
2. Voting at online meetings shall be conducted either by voice vote, online meeting software or via a USATF-sponsored online voting system.
3. Elections for contested positions shall be conducted either:
  - a) via a USATF-sponsored online voting system, or
  - b) online meeting software, or
  - c) via email within 72 hours after the end of the meeting. The votes will be sent to a 3-person panel appointed by the President, one of whom shall be an athlete. The results of the voting shall be sent to the PNTF Secretary for distribution.
4. Elections for uncontested positions may be held by voice vote or by the methods allowed for contested elections.

### **ARTICLE 8 • OFFICERS AND THEIR DUTIES**

**A Positions:** The officers of PNTF shall be: President, Vice-President, Secretary, and Treasurer. They shall be elected by and from the PNTF delegates at the PNTF annual meeting. No person shall serve in the office of President or Vice-President for more than four (4) successive years, or in the office of Secretary or Treasurer for more than eight (8) successive years. Any partial year served when being appointed to fill a vacancy does not count against these limits. Elections will be for 2-year terms. The President and Treasurer elections will be held in odd years. The Vice President and Secretary elections will be held in even years, ~~except the 2019 election will be for a 1-year term~~. There shall be no order of succession to any office; in the event an officer resigns, is removed, or is unable to serve, the Board shall name a successor for the unexpired portion of the term. The Board may make a one-~~term year or two-year~~ extension to the term limit at any regularly-scheduled meeting with at least ~~fourteen (14)~~ ~~20~~ days notice (email acceptable).