

**Minutes of the Pacific Northwest Track & Field / USATF Pacific Northwest Association
Board Meeting held January 16, 2023**

President Ken Emerick called the meeting to order at 7:05 p.m. online via Zoom. The following were present:

PRES	Ken Emerick	YTH	Holly Genest	OTC		A-L	Carole Langenbach	
VP	Carol Coram	OPEN		ATH		A-L	Ed Viering	
SEC	Paul Kiehn	MAST	George Mathews	ATH	Katie Burnett	A-L		
TRES	Melita Aquino	COAC		ATH		A-L	Patti Petesch	
IPP		OFF		ATH		A-L		
Other Assoc. Attendees								Bob Langenbach

I MINUTES AND EXECUTIVE REPORTS

- A. Secretary's Report/Minutes. The minutes for the November meeting were emailed out. The minutes were approved.
- B. Treasurer's Report: Melita Aquino: Noted that PNTF has a strong balance sheet with total of \$139,416 in the bank. A couple of checks are outstanding to Patti & Seattle Running Club. E-mailed summary breakdown (attachment 1)
- C. Membership Report: Tracy Silva not present. E-mailed report (attachment 2)
 - 1. Sanctions: Carole Langenbach reported we had 153 sanctioned events in 2022, and have 33 so far in 2023.
- D. Vice President's Report: Carol Coram still looking to fill the 2 open athlete board positions. Suggestions from floor were Martha Mendenhall & Leo Ahearn, both Masters athletes. Carol requested their contact information if anyone knows it & she will reach out. Key requirements are willingness to be on the board & to attend the meetings.
- E. President's Report: Ken Emerick.
 - 1. Noted that USATF membership fees have been increased to \$55 for 2023.
- F. Office Manager's Report: Carole Langenbach. Nothing to report here.

II OLD BUSINESS

- A. **Officials compensation action:** Paul prepared & emailed a written summary based on discussions at the last board meeting, some National zoom meeting discussions, as well as some personal experience & observations which may be useful as a starting point. Board agreed to create an ad-hoc advisory subcommittee to study issue & bring a recommendation back to the full board for a vote at the next meeting. Melita Aquino had originated the action last June, and will pull together a zoom meeting (Kenny can set one up when requested). Melita, Carole Langenbach, Holly Genest, George Mathews, and Tony Monroe will be on the ad hoc committee. Others who are interested should reach out to Melita. Scope would be limited to USATF Association sponsored events. A general suggestion was made that an allowance - if any - should be a limited, fixed amount per meet for expense reimbursement, otherwise there would be tax implications which would complicate things significantly; however the ad hoc committee can explore all the details & options and make whatever recommendation they deem reasonable.
- B. **Athlete board representative vacancies:** Refer to VP report above.
- C. **Web site maintenance.** Open for any suggestions to add items. Minimum updates needed for Accreditation are updates to Financials page, adding tax information for 2021, budget for 2022 & 2023, and update to by-laws. Paul will work with Andy Martin (POC for web site updates) to get the schedule on the "info for officials" page updated. Information for the PNTF web site can either be sent directly to Andy, or to Paul or Carole who can forward it on. George brought up our old domain name website, which is not being maintained. We've paid for it for the next 2 years. Links to the old & new sites + some additional information shown below (attachment 3) if interested.

III NEW BUSINESS

- A. **Annual PNTF Awards dinner.** Feb. 18th @ Embassy Suites in Tukwila. Melita noted that we should have a bit more information on the web site for awards that are named after people, for example a short bio on who that person was & why the award is named for them - as they probably made significant contributions. Also information on the process for determining the award winners, e.g., who can nominate, who gets to vote on winner(s), timeline, etc. The athlete committees (Youth, Open, Masters) have the action to determine the athlete award winners. For the Ken Forman Contributor of the Year, Paul will send out an e-mail with a request for nominations, which are due NLT Nov. 25th.

- B. **Accreditation 2023 status.** Patti reported on this process, noted that our Association did not have voting privileges at this past Annual Meeting in Orlando as we were deficient in 2 areas: 1) not having up-to-date tax information & “proof” posted and 2) By-laws not meeting the National requirement for having a statement that our Association is an “equal opportunity organization”. Patti has the specifics on the exact language & where in our by-laws it needs to be added, and will work with Paul & Carole to get that drafted up so updated by-laws can be voted on at the next board meeting in April. Melita to provide the updated Financials. Paul or Carole will get data entered into Wufoo and/or posted on web site via Andy Martin as required. Our accreditation POCs are Greg Mohl (MT Assoc.), Roger Hall (OR Assoc.) & Dave Skelton (Regional Coordinator).

IV COMMITTEE REPORTS

A. **Youth:** Holly Genest.

1. Kenny Emerick was recognized for his service to Youth & received the Frank Sevigne award at the USATF Annual Meeting in Orlando. ***Congratulations Kenny & thank you for your service to our Youth athletes!***
2. 586 entries at J.O. Association XC championships @ Magnuson park
3. 806 entries at J.O. Regional XC championships @ Chambers Creek park
4. 168 PNA entries at J.O. Nationals (out of 2800 total entrants nation-wide). We had 17 All-Americans, with 1 team getting 2nd overall in their age group - West Seattle Road Runners 7-8.
5. Had 1st meeting of 2023, 2 meets planned in May, 4 in June on Saturdays, Association J.O.’s June 23/24/25 @ Mt. Tahoma HS, with Regional (PNTF & Inland NW) Jul 6/7/8/9 @ Mt. Tahoma HS

B. **Open:** Tony Monroe not present. No report.

C. **MUT:** Trisha Steidl not present. E-mailed report (attachment 4)

D. **Masters:** George Mathews.

1. Had meeting to identify potential conflicts with dates for Association Masters meet, still tentative for July 15 at West Seattle Stadium (waiting for Seattle Parks to reply / confirm availability)

E. **Race Walk:** Katie Burnett.

1. 2023 USATF 35k Race Walk Championships held in Santee, CA on Jan 15th. ***Katie took 5th Place! Congratulations Katie!***
2. Still looking for a host for the Pan Am 20k championships.

F. **Athletes:** Katie Burnett noted that Quarterly Advisory Committee Meeting will be Feb 1st, get with Katie if you have information to share.

G. **Coaches:** Kevin Jackson not present. Holly reported that scholarships are available for attending the Level 2 coaching clinics which are in-person. Contact Holly to apply. Level 1 classes will continue to be virtual via Zoom. There are also emerging female coaching grants, but applicant must be on the Coaches registry.

H. **Officials:** Geof Newing not present. No report

I. **Officials Training & Certification:** Bob Springer not present. Ed Viering noted that there are 3 new officials training clinics scheduled. Jan 22 @ Skyline HS; Feb 4 @ Kentwood HS; and Mar 12 @ Edmonds-Woodway HS. Holly noted that our Website has Mar 19 for the Edmonds clinic & needs to be updated. Tacoma clinic is TBD.

J. **SafeSport:** Kenny Emerick filling in until permanent rep identified, attending the monthly meetings (2nd Monday)

K. **Communications:** Vacant / No report.

L. **Associations Admin:** Patti Petesch. Virtual Association Workshop Feb 5th, 9:00 am - 3:00 pm, Secretary, President, Vice President, and Treasurer should attend & also fill out the survey (link in email). Noted the governance manual (can drive stuff into our Assoc. by-laws) is being reformatted. USATF membership fees have increased, and there were discussions at the USATF Annual Meeting on how those additional funds will get allocated (National vs. Associations). Noted that reimbursements from National are taking a long time, sometimes more than a year.

The meeting was adjourned at 8:40 p.m.

Next board meeting will be online on April 17, 2023

Attachments:

- 1) Treasurer Summary
- 2) Membership Report
- 3) Old vs. New web site info
- 4) MUT report

Respectfully submitted,

Paul Kiehn,
Secretary
USATF Pacific Northwest Association

Attachment 1 - Treasurer Summary

PNW TF Treasurer Summary – January 2023		1/1/23 Starting balance	2023 Transactions	Balance as of 1/16/23	
Description	Summary Amount				
Beginning balance as of 01/01/2023	\$41,558.56	Youth:	\$13,881.00	(\$13,881.00)	\$0.00
Total credits	\$0.00	Open:	\$13,348.34	(\$100.00)	\$13,248.34
Total debits	(\$18,281.00)	Masters:	\$20,451.16	(\$150.00)	\$20,301.16
Checking Ending balance as of 1/16/23:	\$23,277.56	Officials T&C:	\$6,832.03	\$0.00	\$6,832.03
Savings Ending balance as of 1/16/23:	\$117,088.07	Membership 23(11/22-10/23):	\$0.00	\$5,278.00	\$5,278.00
TOTAL BANK BALANCE:	\$140,365.63	Membership 24(11/23-10/24):	\$0.00	\$0.00	\$0.00
		Sum:	\$54,512.53	(\$8,853.00)	\$45,659.53
Checks written not cashed:	\$850.00				
Mastercard outstanding charges:	\$99.57				
Cash Balance:	\$139,416.06				
General Fund Total*	\$93,756.53				
GFT* calculation: Cash Balance less Committee Balances					
Outstanding Checks					
Status	Check #	Amount	Memo	Category	Check recipient
WRITTEN 11/19	1299	(\$100.00)	11/19/22 XC prize	Open	Seattle Running Club
WRITTEN 12/12	1305	(\$750.00)	Annual meeting stipend & registration	General	Patti Petesch

Attachment 2 - Membership Report

<u>Jan 2023:</u>	<u>Jan 2022</u>
Youth - 567	Youth - 521
Open - 317	Open - 311
Masters - 505	Masters - 448
Clubs - 51	Clubs - 44

Attachment 3 - Old PNTF “domain name” web site vs. new (current to USATF requirements)

Old web site with 2015 & prior information, not maintained. Majority of links are broken, but surprisingly a number of the links still work, depending on what they are pointing to. We pay a nominal fee to keep the domain name on a 5 year rolling basis, & are paid up for the next 2 years. Our old web site has a lot of “historical” data that has not been copied over, plus some useful links, that our new web site doesn’t have. Probably a lot of effort & just easier to just keep this?
<http://www.pntf.org/>

Current web site link (https secure), which ties in with the current usatf.org site:
<https://pacificnorthwest.usatf.org/>

BTW - there is also an old “legacy” USATF web site, which still exists & is accessible, although also not maintained. It also has a lot of historical data, with some as recent as 2019. I found this while searching for officials “best practices” - which is where the link below takes you, but you can use the menus on the top & left side to navigate the entire site:
<http://legacy.usatf.org/Resources-for---/-groups-officials-/Officiating-Resources.aspx>

Link to PNFTO, which is timing centric, but also has interesting info: <http://www.pntfo.com/>

Attachment 4 - MUT Report

FOURmidable 50k has been selected as a US Team selection race for the 2023 World Mountain & Trail Running Championship. The 2nd World Mountain & Trail Running Championships (WMTRC) is scheduled for June 6-10, 2023 in Innsbruck-Stubai, Austria. This biennial event is organized by the World Mountain Running Association (WMRA), the International Association of Ultrarunners (IAU) and the International Trail Running Association (ITRA), with support from World Athletics. Runners who finish in the top two places (men/women) will receive an automatic placement in the USA MOUNTAIN ULTRA TRAIL TEAM.