

**Minutes of the Pacific Northwest Track & Field / USATF Pacific Northwest Association  
Board Meeting held April 17, 2023**

President Ken Emerick called the meeting to order at 7:03 p.m. online via Zoom. The following were present:

PRES	Ken Emerick	YTH	Holly Genest	OTC	Bob Springer	A-L	Carole Langenbach
VP	Carol Coram	OPEN	Tony Monroe	ATH	Trisha Steidl	A-L	Paula Everdell
SEC	Paul Kiehn	MAST	George Mathews	ATH	Katie Burnett	A-L	Jim Ryan
TRES		COAC		ATH		A-L	Patti Petesch
IPP	Ivars Ikstrums	OFF	Geoff Newing	ATH		A-L	
Other Assoc. Attendees	Orville McDonald		Ron Atkins		Josh Huff		Bob Langenbach

#### I MINUTES AND EXECUTIVE REPORTS

- A. Secretary's Report / Minutes. The minutes for the January 16 meeting were emailed out. The minutes were accepted. Bob Langenbach had a proxy vote for Ed Viering if it was needed.
- B. Treasurer's Report: Melita not present. E-mailed summary breakdown (attachment 1) & check book status. Treasurer's report was accepted.
- C. Membership Report: Tracy Pleiman not present. E-mailed report (attachment 2)
- D. Vice President's Report: Carol Coram working to fill the 2 open athlete board positions. PNTF Board welcomed Josh Huff, masters athlete (M45), who attended & introduced himself. Noted that he was also a tax-preparation professional & willing to help us with IRS filing.
- E. President's Report: Ken Emerick.
  1. Noted that USATF "umbrella" for IRS reporting is changing. We need 3 separate non-profit exemptions (IRS form 1023) filed for PNTF, Youth, & PNTFO. Group exemption will remain until confirmation letters from IRS received.
- F. Sanctions / Office Manager's Report: Carole Langenbach. Carole will help Melita with IRS filing. Noted that last year (filing for 2021) we were below the \$50k threshold which allowed us to file with a 990EZ. This year (filing for 2022), we are @ \$57k & will need to file online.

#### II OLD BUSINESS

- A. **Officials compensation action:** Melita was not present to discuss status of Ad-hoc committee. Carole Langenbach sent out an email with some questions & additional thoughts. Holly Genest reported that Youth Committee is willing to support payment of expenses stipend to officials from the Youth budget. Carry over item for June meeting.
- B. **Athlete board representative vacancies:** Refer to VP report above.
- C. **Accreditation.** Patti Petesch reported status. We are currently waiting for feedback on specific by-laws update requirements.

#### III NEW BUSINESS

- A. **No new items submitted for discussion.**

#### IV COMMITTEE REPORTS

- A. **Youth:** Holly Genest.
  1. No youth club meets yet, however there are 3 scheduled for May & 4 for June, including Assoc. Championships.
  2. USATF Youth Regional & National meets scheduled in July.
  3. Char Engelhardt is not able to continue with Youth Treasurer's duties, Kenny Emerick will fill in temporarily.
- B. **Open:** Tony Monroe. Open athletes typically competing as "unattached" at college meets when that option is available; our Assoc. Championships are scheduled for July.
- C. **MUT:** Trisha Steidl. US Team LDR championships will be in June. The short trail team will be announced later this month or in early May. In August, the 14.5 mi Cougar championships will also serve as our Association's LDR championships.

- D. **Masters:** George Mathews. Everything set up for the Association / Regional Championships July 15 at West Seattle Stadium. Josh Huff interrupted George's report to start a discussion about moving Masters Regionals to a different venue in future years, as Josh's view is that West Seattle Stadium has not been well maintained by the city. It was noted that the discussion & decision regarding USATF Regional Masters/Open Championships needs to be facilitated by Linda Lanker (Inland NW Association), and that it is outside of the purview of PNTF alone, although we can provide input. We only arrange venues for our own Association's Championships. This year was unique as Linda requested that we combine the Regional meet with our Association Championships, and we agreed to help her out. George cut his report short so the meeting could continue.
- E. **Race Walk:** Katie Burnett.
1. Team USA declined to send a team to the PanAm championships in Nicaragua due to safety concerns.
  2. Mt. Sac Relays held in Walnut CA, April 15. **Katie took 4th in the 20k.**
  3. 5k Race in Oregon April 22.
  4. Assoc./Regional Open & Masters 5k Championships July 15th
- F. **Athletes:** Many top athletes are not going to indoor meets, USATF may pull prize money from events as a result.
- G. **Coaches:** Kevin Jackson not present. No report.
- H. **Officials:** Geof Newing.
1. Noted that the Renton School District is struggling with timing. PNTFO has been attempting to help.
  2. Ammo for Starters is becoming an issue; shortage & much higher cost when available (2x cost of last year)
  3. Lynx Electronic gun is susceptible to "shorting out" during rain events. Always need a backup!
  4. Challenges with getting notification to officials if they have been selected for the 2A/3A/4A State meet @ Mt. Tahoma, and some officials choosing to support the 1B/2B/1A State meet in Yakima this year instead.
- I. **Officials Training & Certification:** Bob Springer.
1. Conducted 4 clinics earlier this year, total of 37 new officials trained (WA state / WIAA certification). Bob noted that the January clinic was poorly attended - may eliminate that one for next year.
  2. Taking over a week to complete background checks for new officials
  3. We are currently @ approximately 90 USATF certified officials. Gaining new officials slowly.
- J. **SafeSport:** Kenny Emerick filling in until permanent rep identified.
- K. **Communications:** Vacant / No report.
- L. **Associations Admin:** Patti Petesch.
1. National BOD has identified IT, Facilities, & Marketing as focus areas for 2023.
  2. The National Governance manual re-write was not shared with the Associations; 68 amendments were added without a vote of the membership. Head of Admin. USOPC is a lawyer who highlighted that the process was not compliant with the regular order of business conduct. There was also discussion about requiring rotation of leaders at the National level, to help engage with different folks and get fresh ideas within the committees.
  3. National is attempting to address Transgender athletes; the draft language is complicated.
  4. Associations will have to buy their own medals for their Junior Olympics championship meets. USATF will still provide medals for Regionals. Holly is aware of the situation for Youth awards & is working it.
  5. Associations should have a Diversity rep. Kenny asked Carol Coram - who also happens to already be on the National Committee - to be our PNTF representative. We also need to find a Para-athlete rep.

The meeting was adjourned at 8:20 p.m.

Next board meeting will be online on June 19, 2023

**Attachments:**

- 1) Treasurer Summary
- 2) Membership Report

Respectfully submitted,

Paul Kiehn,  
Secretary  
USATF Pacific Northwest Association

**Attachment 1 - Treasurer Summary**

PNW TF Treasurer Summary – April 2023			
<b>Description</b>	<b>Summary Amount</b>		
Beginning balance as of 01/01/2023	\$41,558.56	<b>1/1/23 Starting balance</b>	<b>2023 Transactions</b>
Total credits	\$24,483.62	<b>Youth:</b>	<b>Balance as of 4/17/23</b>
Total debits	(\$29,101.03)	<b>Open:</b>	
<b>Checking Ending balance as of 4/17/23:</b>	<b>\$36,941.15</b>	<b>Masters:</b>	
<b>Savings Ending balance as of 4/17/23:</b>	<b>\$117,099.62</b>	<b>Officials T&amp;C:</b>	
<b>TOTAL BANK BALANCE:</b>	<b>\$154,040.77</b>	<b>Membership 23(11/22-10/23):</b>	
		<b>Membership 24(11/23-10/24):</b>	
		<b>Sum:</b>	
Checks written not cashed:	\$433.66		
Mastercard outstanding charges:	\$1,106.91		
<b>Cash Balance:</b>	<b>\$152,500.20</b>		
<b>General Fund Total*</b>	<b>\$88,574.21</b>		
GFT* calculation: Cash Balance less Committee Balances			
<b>Outstanding Checks</b>			
<b>Status</b>	<b>Check #</b>	<b>Amount</b>	<b>Memo</b>
WRITTEN 1/16	132?	(\$100.00)	11/19/22 XC prize
WRITTEN 4/17	1334	(\$333.66)	annual zoom + reimburseme

**Attachment 2 - Membership Report (YOY change)**

<u>April 2023:</u>	<u>April 2022</u>
Youth - 990	Youth - 802
Open - 396	Open - 401
Masters - 571	Masters - 532
Clubs - 67	Clubs - 51