

**Minutes of the Pacific Northwest Track & Field / USATF Pacific Northwest Association  
Board Meeting held November 20, 2023**

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

PRES	Ron Atkins	YTH	Holly Genest	OTC	Bob Springer	A-L	Carole Langenbach
VP	Carol Coram	OPEN	Tony Monroe	ATH	Trisha Steidl	A-L	Patti Petesch
SEC	Paul Kiehn	MAST	George Mathews	ATH	Katie Burnett	A-L	Ed Viering
TRES	Melita Aquino	COAC		ATH		A-L	Jim Ryan
IPP	Ken Emerick	OFF		ATH		A-L	Paula Everdell
Other Assoc. Attendees	Darryl Hill Jaden Eisma		Teo Smith Joe Martin		Bob Langenbach Ivars Ikstrums		Allan Chin

**I MINUTES AND EXECUTIVE REPORTS**

- A. Secretary's Report, Paul Kiehn: Noted that there was a quorum present. The minutes for the August 21 meeting were emailed out & updates made based on feedback. The minutes were accepted.
- B. Treasurer's Report, Melita Aquino: Finances are in good shape overall. Attachment 1 reflects current status of our accounts. The report was accepted.
- C. Membership Report: Tracy Pleiman not present. E-mailed her report (attachment 2)
- D. Sanctions / Office Manager's Report: Carole Langenbach. Carole reported that we have 187 sanctions for 2023 and have 24 so far for 2024. PNTF non-profit status has been renewed with WA Secretary of State for 2024. Still working on the IRS form 1023 tax exemption. Carole also mentioned that former PNTF board member Becca Peters' 12 year son passed away from a brain tumor. Carole sent a sympathy card to Becca on behalf of PNTF.
- E. Vice President's Report: Carol Coram. Carol is in the process of contacting several open athlete candidates & gauging their interest to fill the remaining athlete rep vacancy on the board.
- F. President's Report: Ron Atkins. Appreciated the folks that helped with orientation for him, and encouraged attendees to provide any helpful feedback & guidelines during the meeting.

**II OLD BUSINESS**

- A. **PNTF Annual Meeting - Planning Status.** Patti Petesch: PNTF Accreditation status is good to go, as our website was reviewed and approved. Appears that we will be allowed voting rights at the upcoming USATF Annual meeting. One issue is the 10 year athlete rep requirement. Katie Burnett will not count for us (attending as ACC athlete member so that her way gets paid). Patti noted that this is even a larger issue for some of the smaller Associations, as they may not have any 10 year athletes (PNTF has 26). National L&L committee is considering revising this requirement to "active" athletes. We are allowed 15 votes, and right now we will have 16 - 17 attendees, so not everyone attending will get to vote. PNTF Delegation will be contacted via email to sort out who will attend which committee meetings. Carol Coram issued an open invitation to the delegation to attend the Diversity & Leadership meeting.
- B. **Athlete board vacancies.** Carol Coram: See VP report above.

**III NEW BUSINESS**

- A. **By-laws update:** Carole Langenbach: Collected the votes via email for the by-laws update regarding our PNTF diversity policy (National required all Associations to update) & the proposed language passed.
- B. **PNTF Christmas Social & Annual meeting stipend distribution:** Carole Langenbach: Meeting will be Dec 10th @ 3:00 pm @ Bob & Carole's house on Angle Lake. Noted that all delegates are required to submit a brief summary report (just an email to Ron Atkins will suffice) of any significant discussion items impacting PNTF from the meetings they attended & any other observations they might have in order to get reimbursed. Carole will have the PNTF check book at the Party. OK to bring some food to share if you'd like, but not required.
- C. **Nominations for Contributor of the Year.** Ron Atkins: Call for nominations. Please email names with a supporting write up (why the candidate is deserving) to Ron prior to the January meeting, so information can be disseminated in preparation for voting prior to the Awards Banquet. Board members can nominate.
- D. **PNTF "no objection" letter.** Carole Langenbach: Motion was made to have Carole & Ron constitute an ad-hoc committee to investigate this further, and get a view from National & a quick look by legal before we move forward. After they send an email to rest of the board with what they found out and their recommendation (provide letter as requested - or not), the board will vote via email. Motion passed.

#### IV COMMITTEE REPORTS

##### A. **Youth:** Holly Genest.

1. 2023 XC season - 6 developmental club meets; PNTF Assoc. J.O.'s held @ Magnuson Park. 715 athletes registered, 663 finished. Inland NW Assoc. hosted the Regional XC meet in Idaho, and there were 654 finishers, so our Assoc. meet ended up being bigger than Regionals. Nationals will be at Tom Sawyer state park in Louisville Kentucky on Dec. 9th.
2. 2024 Look ahead: PNTF Assoc. J.O. T&F meets next year will be Jun. 9th for combined, RW, hammer & steeple @ West Seattle Stadium, and Jun 21-23 @ Mt. Tahoma HS Stadium for all other events. Oregon Assoc. will host Regionals in 2024, location & dates TBA. PNTF will host the J.O. XC Regionals next year @ Chambers Creek Park on 11/23/2024. The PNTF Assoc. XC Youth Championships will be Nov. 16 @ either Magnuson Park or Chambers Creek Park - TBA.

##### B. **Open:** Tony Monroe. Tony had to drop off the Zoom, did not report out.

##### C. **MUT:** Trisha Steidl. Working on putting together a Youth PNTF Trail Championship @ Cougar Mountain in July 2024.

##### D. **Masters:** George Mathews. Working on helping put together a National Throws Pentathlon. Also will be running clinics & practices for shot & discus @ Dempsey indoor facility. Carole Langenbach noted that our PNTF 5k LDR championships will be held @ Magnuson Park on Dec. 23rd.

##### E. **Race Walk:** Katie Burnett: Noted that a Mixed Marathon Race Walk Relay Championship will be held @ Santee, CA, on Jan 21st, 2024. It is being run as a test event to potentially be included in the Olympics.

##### F. **Athletes:** Trisha Steidl noted that for the Women's XC event held @ Lincoln Park, Open & Masters was run as a combined race. Not a problem, except that the athletes would like the results separated so they know how they finished relative to those they are competing against within the same category. Kenny Emerick said he will split out those results as requested & re-post.

##### G. **Coaches:** Kevin Jackson not present / no report. Holly Genest mentioned that they were watching for when Level 2 classes will be offered, and noted that there are scholarships available from Youth. Ron noted there are 3 PNTF coaches signed up for Level 3, including himself.

##### H. **Officials:** Geof Newing not present. Sent email noting that XC season was complete & PNTFO is preparing for the indoor season. Bob Springer reported that PNTFO is moving to a new live results reporting platform (pntfo.trackscoreboard.com.), and may also be moving from Hytek to a different meet management application as well in 2024.

##### I. **Officials Training & Certification:** Bob Springer. Noted that there are 103 "invalid" officials (moved, cert expired, no longer working, etc.) within PNTF as reported on the Connect website. We have 94 valid / certified officials within PNTF. Looking for creative ways to recruit younger officials. Planning for 2024 training clinics is in progress.

##### J. **SafeSport:** Kenny Emerick. Kenny will be attending 4 Safe Sport related clinics during the USATF Annual Meeting. He's working on burning flash drives with latest Safe Sport info & graphics for posting at meets, which will be distributed to our clubs.

##### K. **Communications:** Vacant / No report. It was noted that Andy Martin maintains our website & supports the Communications function. Given that, Ron asked if there's really any need to fill this position & suggested we can start an email thread with pros/cons & revisit at the next meeting.

##### L. **Associations Admin:** Patti Petesch.

1. Noted that we should be putting more emphasis on marketing PNTF / USATF.
2. Noted that there was a record number of Associations requesting Grow to Impact grants from National, which had reduced the amount of money available (based on fewer requests in prior years). Likely result is smaller awards, however they will consider increasing the available funds for future years.
3. Carole L. noted we need to establish a date in early 2024 for our 2023 Awards banquet, arranging it to miss other key events happening in Feb/Mar. A tentative date that appears to work is March 16th, however Andy Newing & Melita will get together to work out a final date & coordinate it with Embassy Suites in Tukwila.

The meeting was adjourned at 8:33 p.m. The next regular board meeting will be online / Zoom on Jan. 15, 2024

#### Attachments:

- 1) Treasurer Summary
- 2) Membership Report

Respectfully submitted,  
Paul Kiehn,  
Secretary, USATF Pacific Northwest Association

**Attachment 1 - Treasurer Summary - August 2023 status**

PNW TF Treasurer Summary – November 2023					
<b>Description</b>	<b>Summary Amount</b>	<b>1/1/23 Starting balance</b>	<b>2023 Transactions</b>	<b>Balance as of 11/17/23</b>	
Checking balance as of 01/01/2023	\$41,558.56	\$13,881.00	(\$13,881.00)	\$0.00	
Total credits	\$51,772.51				
Total debits	(\$48,253.21)				
<b>Checking Ending balance as of 11/17/23:</b>	<b>\$45,077.86</b>				
<b>Savings Ending balance as of 11/17/23:</b>	<b>\$117,127.09</b>				
<b>TOTAL BANK BALANCE:</b>	<b>\$162,204.95</b>				
		<b>Youth:</b>			
		<b>Open:</b>			
		<b>Masters:</b>			
		<b>Officials T&amp;C:</b>			
		<b>Membership 23(11/22-10/23):</b>	\$0.00	\$44,416.50	
		<b>Membership 24(11/23-10/24):</b>	\$0.00	\$0.00	
		<b>Sum:</b>	\$54,512.53	\$13,530.86	
				\$68,043.39	
Checks written not cashed:	\$3,663.00				
Mastercard outstanding charges:	\$60.00				
<b>Cash Balance:</b>	<b>\$158,481.95</b>				
<b>General Fund Total*</b>	<b>\$90,438.56</b>				
GFT* calculation: Cash Balance less Committee Balances					
<b>Outstanding Checks</b>					
<b>Status</b>	<b>Check #</b>	<b>Amount</b>	<b>Memo</b>	<b>Category</b>	<b>Check recipient</b>
WRITTEN	1359	(\$100.00)	M Redmond half marathon champs	Masters	Desiree Berry
WRITTEN	1363	(\$100.00)	Association XC Champs	Open	Lana Lacey
WRITTEN	1365	(\$200.00)	Association XC Champs	Open	Colin Monaghan
WRITTEN	1369	(\$100.00)	Association XC Champs	Masters	Emmet Hogan
WRITTEN	1370	(\$100.00)	Association XC Champs	Masters	Blair Cossey
WRITTEN	1373	(\$100.00)	Association XC Champs	Masters	Megan Heuer
WRITTEN	1376	(\$100.00)	Association XC Champs	Masters	Holly McIlvaine
WRITTEN	1378	(\$100.00)	Association XC Champs	Masters	Gail Hall
WRITTEN	1381	(\$100.00)	Association XC Champs	Masters	John Phillips
WRITTEN	1382	(\$1,300.00)	Association XC Champs	Open 600/Masters 700	Club Northwest
WRITTEN	1383	(\$200.00)	Association XC Champs	Open	Bellingham Distance Project
WRITTEN	1384	(\$100.00)	Association XC Champs	Open	Lake Sammamish Run Club
WRITTEN	1386	(\$763.00)	11/5 XC timing	Open 400/Masters 363	PNTFO
WRITTEN	1387	(\$300.00)	11/5 XC registration services	Masters	Kenny Emerick

**Attachment 2 - PNTF Membership Report**

As of November 2023:

Youth - 2377

Open - 658

Masters - 754

Clubs - 92