

**Minutes of the Pacific Northwest Track & Field / USATF Pacific Northwest Association
Board Meeting held Nov 18, 2024**

President Ron Atkins called the meeting to order at 7:04 p.m. online via Zoom. The following were present:

PRES	Ron Atkins	YTH		OTC	Bob Springer	A-L	Carole Langenbach
VP	Ivars Ikstrums	OPEN	Tony Monroe	ATH	Trisha Steidl	A-L	Patti Petesch
SEC	Paul Kiehn	MAST	George Mathews	ATH		A-L	Ed Viering
TRES		COAC	Kevin Jackson	ATH		A-L	Darwin Peters
IPP	Ken Emerick	OFF		ATH		A-L	
Other Assoc. Attendees	Paula Everdell		Emma VanRheenen		Tracy Pleiman		Bob Langenbach

I MINUTES AND EXECUTIVE REPORTS

- A. Secretary's Report/Minutes. Paul Kiehn. Reported that a quorum was present. Draft minutes for the Aug. 5th meeting were emailed out Aug.8 and all feedback was incorporated. Motion made to accept the Aug. meeting minutes; the minutes were accepted.
- B. Treasurer's Report: Melita Aquino. Melita was ill & was not present, however emailed the financials later. (Attachment 1 below). Carole mentioned that we received a letter from the IRS claiming that we filed our 990EZ form late in 2020 (mailed/postmarked 5/13, not received by IRS until 5/17) & they want \$200 penalty + \$38 interest from us. Melita is on it, trying to get it reduced to \$40 & will contact the IRS to get it sorted.
- C. Membership Report: Tracy Pleiman presented her report & noted that we've seen YOY growth in Youth, Masters, & Open individual memberships, with a small decrease in the number of clubs. (See attachment 2 below).
- D. Sanctions: Carole Langenbach reported we have 216 sanctioned events so far in 2024, which is up compared to the same period last year, and we already have 12 sanctions for 2025.
- E. Office Manager's Report: Carole Langenbach. Nothing to report.
- F. Vice President's Report: Ivars Ikstrums. Working on recruiting the Athlete BOD reps for the next term. Trisha Steidl has confirmed she will continue, Derek Holdsworth moved to Virginia, and Katie Burnett & Isaiah Harris have not responded yet. Tony Monroe has a couple of other potential candidates in mind.
- G. President's Report: Ron Atkins. Wants to see better participation by the board members at our Zoom meetings, and is excited for the upcoming USATF Annual meeting in Orlando.

II OLD BUSINESS

- A. **PNTF Awards Banquet Planning:** Carole Langenbach. Explored a number of possible options, primarily local community centers, however most were already booked for Feb 23rd, which is the day we've picked for the banquet. The 2 options still available are the Sea-Tac Community Center, and the Daybreak Star Cultural Center at Discovery Park. Tony Monroe is the Director at Daybreak and it's a very nice facility. A motion was made to commit to the Daybreak Center and the motion passed. Carole has contacted a PNTF member who is also a caterer & who can do a taco bar + coffee & dessert service for a reasonable price. Tony will work with Carole & the committee on additional planning & details.

III NEW BUSINESS (Note: Annual meeting discussion was moved to the end of the meeting; summary below)

- A. **USATF Dec. Annual meeting planning.** Patti P. We will have a total of 17 delegates attending this year's meeting, with 16 voting delegates. Delegates were sent a Zoom notification for Tuesday Nov 19 where additional information will be discussed in preparation. Carole mentioned that the annual PNTF Christmas party will be at the Langenbach residence (3779 S. 191st Pl., SeaTac, WA) on Sunday, Dec 15th at 3:00 pm. Annual Meeting Delegates need to submit their meeting summary reports to the Secretary via email in order to get their stipend for the attending the Annual meeting. Reports can be brief - just what meetings you attended & anything significant you learned or think should be noted, especially any items that impact our Association. Melita will have the checkbook at the Christmas party to pay out the stipends.

IV COMMITTEE REPORTS

- A. Youth:** Holly Genest not present, emailed her report, which Ron summarized below:
- We had five developmental youth meets, all of which had over 400 entries each.
 - We held the JO Association Cross Country Championship Nov. 16 at Magnuson Park with 709 finishers. A big THANK YOU to all the officials & volunteers who helped make the meet a success!
 - PNTF is hosting the Junior Olympic Region 13 Championship meet Saturday, Nov. 23 at Chambers Bay, expecting 800+ athletes.
 - Oregon had just under 300 athletes attend their Association meet and Inland Northwest had 180 attend their Association meet.
 - The JO National meet on Dec. 14 has been moved from Kentucky to Shelbyville, Indiana, at the Blue River Cross Country Club (30 minutes outside of Indianapolis).
- B. Open:** Tony Monroe. Excited that we've seen an increase in the number of Open athletes. Carole noted that we had 190 XC athletes at the Masters / Open XC meet at Lincoln Park, and that PNTF is also hosting the Regional meet @ Chambers Bay on Sunday, Nov. 24th.
- C. MUT:** Trisha Steidl. The Open/Masters/Youth trail running Association Championships went well, and the Seattle Running Club wants to host again in 2025.
- D. Masters:** George Mathews. 2025 Masters Nationals will be July 17-20. Working schedule options to de-conflict our Association meets with the other major summer meets. Carole mentioned that the J.O. Regionals will be in Spokane July 10-13, 2025. Carole also noted that she will be retiring from her position as LDR organizer for our USATF championship meets. Ron has someone in mind who may be willing to take over.
- E. Race Walk:** Katie Burnett. Not present / No report.
- F. Athletes:** Trisha Steidl. The woman's open/masters PNTF XC (Nov. 10 @ Lincoln park) were run together as one race, but the athletes want to know how they did relative to those in their own age group. Kenny Emerick is working on getting those results broken out.
- G. Coaches:** Kevin Jackson. Developmental coaches program & Bridge to level 1 is available online until Dec. 31. The last level 1 class this year is Dec. 29. There's an in-person level 1 class in Houston, TX Dec 14/15, and one @ Davidson College on Jan 11/12.
- H. Officials:** Geof Newing. Not present. Bob Springer noted that PNTFO has their new trailer & it is working out well.
- I. Officials Training & Certification:** Bob Springer. We are changing how we will be conducting new official training clinics, with a Zoom to go over the powerpoint slides several days prior to a hands on clinic, which will break up the training and reduce the amount of time needed for the in-person session. Bob also noted that he's not getting the re-cert applications & test answers that he needs when folks take the basic rules exam & answer the essay questions for National / Master level. He's working to get that fixed.
- J. SafeSport:** Kenny Emerick. No report, however Ron emphasized the importance of doing our part as an Association to ensure compliance.
- K. Communications:** Teo Smith. Not present / no report.
- L. Associations Admin:** Patti Petesch. Ongoing challenges with Associations getting the support they need from National; notification of some of the proposed by-laws changes from National L&L were too late to be considered for incorporation as part of this year's meeting, will come up again as 2025 will be an L&L year.

The meeting adjourned at 8:13 p.m.

Our next Zoom BOD meeting will be on January 20, 2025 at 7:00 pm.

Attachments:

- 1) Treasurer Summary
- 2) Membership Report

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

Attachment 1 - Treasurer Summary, November 2024

PNW TF Treasurer Summary – November 2024 Meeting					
Description	Summary Amount	1/1/24 Starting balance	2024 Transactions	Balance as of 11/18/24	
Checking balance as of 01/01/2024	\$12,396.35	Youth:	\$0.00	\$0.00	
Total credits	\$87,217.88	Open:	\$10,341.35	(\$5,689.07)	\$4,652.28
Total debits	(\$54,898.83)	Masters:	\$17,987.87	(\$10,303.23)	\$7,684.64
Checking Ending balance as of 11/18/24:	\$44,715.40	Officials T&C:	\$5,652.67	(\$307.85)	\$5,344.82
Savings Ending balance as of 11/18/24:	\$100,168.42	Membership 23(11/22-10/23):	\$3,861.00	(\$3,861.00)	\$0.00
TOTAL BANK BALANCE:	\$144,883.82	Membership 24(11/23-10/24):	\$0.00	\$48,250.50	\$48,250.50
		Sum:	\$37,842.89	\$28,089.35	\$65,932.24
Checks written not cashed:	\$10,802.61				
Mastercard outstanding charges:	\$14.77				
Cash Balance:	\$134,066.44				
General Fund Total*	\$68,134.20				
GFT* calculation: Cash Balance less Committee Balances					
Outstanding Checks					
Status	Check #	Amount	Memo	Category	Check recipient
17 checks written		\$10,802.61	XC		
AWAITING FROM NATIONAL TO PNW	ACH \$862		Masters Regional Meet facility rental	Masters	

Attachment 2 - November Membership Report

Nov 2024 (current):

Nov 2023 (for YoY Comparison)

Youth - 2621
 Open - 752
 Masters - 1394
 Clubs - 86

Youth - 2377
 Open - 658
 Masters - 754
 Clubs - 92