

**Minutes of the Pacific Northwest Track & Field / USATF Pacific Northwest Association
Board Meeting held January 20, 2025.**

President Ron Atkins called the meeting to order at 7:01 p.m. online via Zoom. The following were present:

PRES	Ron Atkins	YTH	Holly Genest	OTC	Bob Springer	A-L	Carole Langenbach
VP	Ivars Ikstrums	OPEN	Tony Monroe	ATH		A-L	
SEC	Paul Kiehn	MAST	George Mathews	ATH		A-L	Darwin Peters
TRES	Melita Aquino	COAC		ATH		A-L	Patti Petesch
IPP	Ken Emerick	OFF		ATH		A-L	Jim Ryan
Other Assoc. Attendees	Tracy Pleiman Carol Coram		Emma VanRheenen		Teo Smith Tonio Tello		Bob Langenbach

I MINUTES AND EXECUTIVE REPORTS

- A. Secretary's Report/Minutes. Paul Kiehn. Noted that a quorum was present. Announced the At-Large BOD members for the 2025 term. Draft minutes for the November '24 meeting were emailed out & feedback was incorporated. The minutes were accepted.
- B. Treasurer's Report: Melita Aquino: Noted that PNTF has a solid balance sheet with a few outstanding checks. Also waiting for payments from National of \$800 & the \$1500 Board of Directors Volunteers grant we submitted in Jan '24 and which was approved, but not yet paid. Working on draft 2025 budget which had been emailed out along with transaction register & summary. Holly noted income vs. expense didn't look right with the draft budget and Melita will update as needed. Some discussion regarding club membership fee increase (see New Business item 1 below). Motion to accept report, which was accepted by the board. See attachment 1 below
- C. Membership Report: Tracy Pleiman. See attachment 2 below.
- D. Sanctions: Carole Langenbach reported we had a total of 53 sanctioned events so far in 2025, which is an increase over the same time period last year & is on track to exceed the year end total we had in 2024 of 216 sanctions.
- E. Office Manager's Report: Carole Langenbach. Nothing to report.
- F. Vice President's Report: Ivars Ikstrums. Only 1 confirmed athlete representative so far: Trisha Steidl. Will continue to contact potential candidates to fill those board positions.
- G. President's Report: Ron Atkins. Has attended indoor meets at the Podium in Spokane & the UW Dempsey indoor. Noted that the Podium held a HS meet that was very well attended, reported that there were 40 heats of the 200m alone as an example of the level of participation. Noted that PNTF was well represented at National level meets & thanked everyone for their support.

II OLD BUSINESS

- A. **Awards Luncheon:** Carole Langenbach. Estimated expenses: Rental of Daybreak Star Indian Cultural Center at Discovery Park will be about \$1000, Taco Bar, beverage, & dessert catering will be about \$1000; which will work out to about \$20/head total. As in past years, PNTF will cover costs for honorees + 1 guest, as well as BOD & committee attendees. All other attendees will sign up online to pay the \$20 cost & obtain a ticket. Motion was made to cap the extra participant cost at \$20 / head, with anything over that to be covered by PNTF. The motion was accepted.

III NEW BUSINESS

- A. **National Club membership fee increase.** Carole Langenbach. Motion was made to add \$25 to the \$50 National will start charging clubs Feb 2. Motion passed. It was noted this increase will not impact clubs that have already paid for their membership for 2025. Tracy Pleiman will contact those clubs that haven't renewed yet, and Andy Martin can also send out an e-blast to all clubs alerting them to this change, as even clubs who have already renewed will see this increase for 2026.
- B. **Association Para-Athlete representative.** Carol Coram. Carol noted that Para is now under the USATF umbrella and that Associations will be required to have a Para rep on their Board. Carol is already on the National committee and volunteered to be our PNTF representative. Agreement on the appointment was unanimous & Ron Atkins appointed Carol to the position (Thank you Carol!). It was noted that our by-laws will need to be updated to reflect the new board position. Carole Langenbach will work with Ed Viering on the specific by-laws language so that we can vote on that at the April meeting.

- C. **Accreditation 2025.** Paul Kiehn. The information requested to be completed by Jan 31 has been already been uploaded via Wufoo portal. Financials & the Championships workbook can be completed later. An action item list with assignees & current status is attached. (attachment 3).
- D. **Nominations for Contributor of the Year.** Floor was opened for nominations. A nomination was put forward & motion made to accept by acclamation; motion passed. Winner will be announced at the awards luncheon Feb. 23.

IV COMMITTEE REPORTS

A. **Youth:** Holly Genest.

1. 709 finishers at 2024 J.O. Association XC championships @ Magnuson park. Link to Full Results: <https://www.athletic.net/CrossCountry/meet/236710/results/all>
2. 691 finishers at 20234 J.O. Regional XC championships @ Chambers Creek Park. Link to Full Results: <https://www.athletic.net/CrossCountry/meet/236711/results/all>
3. A total of 2922 athletes & 231 teams from across the country competed @ the 2024 J.O. National XC Championships in Shelbyville, Indiana. PNTF had 17 clubs & 200 athletes competing, with 24 athletes from the Pacific Northwest association earning all-American honors. The West Seattle Road Runners 9-10 Girls ran to the national team title, & Martina Rodriguez-Villen from Rain City Flyers finished 2nd in the 11-12 girls, with RCF finishing 2nd in the 11-12 girls & also finishing 3rd in the boys team event. The West Seattle Road Runners girls team finished 4th overall in the 15-18 competition. Our PNTF web site has details, here's the link: <https://pacificnorthwest.usatf.org/news/2024/west-seattle-rr-win-team-title-24-earn-all-america>
Here's a link to complete PNTF results: <https://pacificnorthwest.usatf.org/nationaljuniorolympicxc24#results>
4. 2025 Youth schedule: Moved the JO Assoc. meet out 1 week to deconflict with Nike Nationals & Special Olympics (availability of officials)
5. Youth offer Level 1 coaching scholarships for coaches who meet the criteria. Up to two scholarships a year per club. Maximum of 10 total scholarships. (First come, first served.) Level 1 training is now online.

During the 2024 USATF Annual Convention, four rules were approved:

1. High Performance Category: Applies to HS age (15-18); if they achieve an event qualifying standard at a HS meet, they can skip the JO Assoc. & Regional meets and go direct to JO Nationals. Goal is to see more HS age athletes at the JO Nationals. This new category will be added in 2026.
 2. Javelin - the 9-10 age groups will start using the 250g aero javelin in 2027 (8 & U will also eventually move to the aero javelin.)
 3. 100 Hurdles - starting this spring (after the indoor season), the 13-14 boys hurdle height will be 36 inches.
 4. Mixed gender relays (4x1, 4x4 and 4x8) - ages 15-18 only, will be added, possibly as early as this year. The relays must be two girls and two boys and must alternate.
- It was announced at the convention that the 2025 J.O. Cross Country National Championships will be held four weeks later than usual, Jan 11th, 2026, so that it is tied in with the World XC Championships (and with National Club Championships). Unfortunately, this is not going over well with our local youth XC clubs, as they do not want to extend their season another four weeks (many reasons that this is NOT a good idea).
 - Youth completed their non-profit paperwork and filed with the IRS before the end of 2024.

C. **Open:** Tony Monroe. Noted that we have PNTF open athletes competing at Indoor meets @ the Podium in Spokane as well as at the Dempsey indoor facility @ UW.

D. **MUT:** Trisha Steidl not present, emailed her report as follows: The Youth Trail Project is going into year two of providing free group training run opportunities as well as putting on a summer trail race series. Will reach out to Seattle Running Club's race director about hosting the youth, open, and masters trail championships again in August. Janelle Stark (Enumclaw, WA) earned the auto-qualifier for the US 24 hour team to compete at the World Championships this fall by winning the US Championship and Courtney Olsen (Bellingham, WA) set a new World Record for the road 50 mile and was 10th at the 100k road World Championships in India just a few weeks after setting the record. She is someone who should be recognized at the awards luncheon. She'd likely attend if invited with enough notice.

E. **Masters:** George Mathews. Attending Indoor meets, noted throws area at the Podium had some safety concerns - working to help correct. Also looking to setup a Masters Indoor meet at the Podium in 2026. There will also be a new Indoor facility in Boise ID coming online in 2026. Links to Dec '24 National Club XC results:

1. <https://pacificnorthwest.usatf.org/clubxc24#results>
2. <https://www.usatf.org/news/2024/masters-stars-prevail-at-usatf-club-cross-country->

F. **Race Walk:** Katie Burnett not present, no report. Link to article on Katie's USATF 35km race walk gold medal win: <https://www.usatf.org/news/2025/burnett-christie-win-gold-at-usatf-35-km-race-walk>

G. **Athletes:** No Report.

- H. **Coaches:** Kevin Jackson not present, however Holly Genest noted that Level 1 training sessions will now be online via Zoom for \$250. Level 2 coaches will need to take a course every Olympiad to get recertified.
Link to coaches training schedule & registration: <https://www.usatf.org/programs/coaches/calendar-of-schools>
- I. **Officials:** Geof Newing not present / emailed report: First UW indoor meet this weekend went very well. Lots of positive comments from coaches and spectators. Would like to thank all the officials that worked the meet. Without their support we would not be able to provide a great meet for the athletes. Next Saturday we will host our annual officials general meeting. Two more indoor meets at UW: Jan 31-Feb 1, and last one will be Feb 14-15.
- J. **Officials Training & Certification:** Bob Springer. MailChimp issue with Comcast addresses appears to have been resolved. Planning on conducting 3 clinics for new officials, dates & locations TBD. Have completed recertification of 44 officials. It's taking longer than expected for a number of reasons, target due date is March 31. Bob will be contacting those officials who have not completed the required tests.
- K. **SafeSport:** Kenny Emerick. Nothing new to report.
- L. **Communications:** Teo Smith. Putting together a Comms plan for 2025, and working with Andy Martin on a template for Facebook & Instagram inputs.
- M. **Associations Admin:** Patti Petesch. Noted changes in leadership and that 1/2 of the AEC membership has retired. Simone Terry is the new AEC chair, succeeding Dave Shrock. AEC meeting will be in Indianapolis in August, where AEC will discuss By-laws updates along with other topics. Patti submitted a request for a \$2000 BOD Volunteers grant for PNTF to help train volunteers to support our meets in various functions, thereby offloading tasks from officials that are needed to work events. Also passed along kudos from Greg Mohl for PNTF being one of the most proactive Associations in getting Accreditation actions completed in a timely manner.

The meeting was adjourned at 8:28 p.m. The next PNTF board meeting will be via Zoom on April 21, 2025.

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

Attachments:

- 1) Treasurer Summary
- 2) Membership Report
- 3) Accreditation Actions list

Attachment 1 - Treasurer Summary

PNW TF Treasurer Summary – January 2025				
Description	Summary Amount	1/1/24 Starting balance	2024 Transactions	Balance as of 1/18/25
Checking balance as of 01/01/2024	\$12,396.35	\$0.00	\$0.00	\$0.00
Total credits	\$107,488.02	\$10,341.35	(\$7,344.97)	\$2,996.38
Total debits	(\$101,387.06)	\$17,987.87	(\$11,716.32)	\$6,271.55
Checking Ending balance as of 1/18/25:	\$18,497.31	\$5,652.67	\$874.55	\$6,527.22
Savings Ending balance as of 1/18/25:	\$100,175.09			
TOTAL BANK BALANCE:	\$118,672.40			
Membership 23 (11/22-10/23)		\$3,861.00	(\$3,861.00)	\$0.00
Membership 24 (11/23-10/24):		\$0.00	\$28,003.50	\$28,003.50
Sum:		\$37,842.89	\$5,955.76	\$43,798.65

Checks written not cashed:	-\$8,365.00
Mastercard outstanding charges:	\$62.70
Cash Balance:	\$110,244.70

General Fund Total*	\$66,446.05
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GFT* calculation: Cash Balance less Committee Balances

Outstanding Checks					
Status	Check #	Amount	Memo	Category	Check recipient
WRITTEN NOT CASHED	1510	(\$1,090.00)	Stipend & Registration AM 2024	General	Ivars Ikstrum
WRITTEN NOT CASHED	1513	(\$3,750.00)	Web Services - Andy Martin	General	Exclamation Services
WRITTEN NOT CASHED	1490	(\$200.00)	2024H2	Open	Goose
WRITTEN NOT CASHED	1502	(\$1,090.00)	11/24 XC club prize	General	Suzanne Kiehn
WRITTEN NOT CASHED	1506	(\$1,090.00)	Stipend & Registration AM 2024	General	Sue Hoppe
WRITTEN NOT CASHED	1508	(\$1,145.00)	Stipend & Registration AM 2024 (change in reg. fee from early reg. check)	General	Patti Petesch
AWAITING FROM NATIONAL TO PNW	ACH \$862		Masters Regional Meet facility rent	Masters	
AWAITING FROM NATIONAL TO PNW	ACH \$1500		Board of Directors Volunteer Grant - June 2024	General	

Attachment 2 - Membership Report


Jan 2025 (current):

Youth - 745
Open - 255
Masters - 724
Clubs - 57

Jan 2024 (Comparison)

Youth - 539
Open - 283
Masters - 726
Clubs - 38

Attachment 3 - Accreditation Required Actions:

2023 990 Form	<input type="button" value="Choose File"/> no file selected	Action: Melita
2023 990 Proof of Submission	<input type="button" value="Choose File"/> no file selected	Action: Melita
2024 Annual Meeting Minutes (or substitute meeting indicating rescheduling to later date)	<input type="button" value="Choose File"/>  Minutes - P...24, Sept 22	Complete! Paul 1/12
Association Current Bylaws	<input type="button" value="Choose File"/>  PNTF Bylaws...8, 2023 rev	Complete! Paul 1/12
Proof of Active Business Status from your Designated State	<input type="button" value="Choose File"/> no file selected	Complete! Carole L. 1/13
Current Association Bank Statement (end of the year or within the past three months)	<input type="button" value="Choose File"/> no file selected	Action: Melita
2024 Association Annual Meeting email Announcement to membership (pdf copy acceptable)	<input type="button" value="Choose File"/>  2024 eblast... Annual Mtg	Complete! Paul 1/12
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Championships	Use the Championships Workbook template here .	
Championships	<input type="button" value="Choose File"/> no file selected	Action: Carole L.
Association Newsletter #1	<input type="button" value="Choose File"/>  2024 eblast...ual Awards	Complete! Paul 1/12
Association Newsletter #2	<input type="button" value="Choose File"/>  2024 eblast... LDR events	Complete! Paul 1/12