

**Minutes of the Pacific Northwest Track & Field / USATF Pacific Northwest Association
Board Meeting held January 19, 2026.**

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

PRES	Ed Viering	YTH	Holly Genest	OTC	Bob Springer	A-L	Carole Langenbach
VP	Ivars Ikstrums	OPEN	Tony Monroe	ATH	Fredrick Jurstrand	A-L	
SEC	Paul Kiehn	MAST	George Mathews	ATH	Tonio Tello	A-L	
TRES	Melita Aquino	COAC	Kevin Jackson	ATH		A-L	Sue Hoppe
IPP		OFF		ATH		A-L	
Other Assoc. Attendees	Suzanne Kiehn	Emma VanRheenen		Nathan VanRheenen Sr.		Quincy VanRheenen	
	Bob Langenbach	Nathan VanRheenen Jr.		McArthur VanRheenen		Xavier VanRheenen	
	Phil Sutton (OR)	David Grieg (INW)		Emma L. VanRheenen			

I MINUTES AND EXECUTIVE REPORTS

- A. Secretary's Report/Minutes. Paul Kiehn. Noted that a quorum was present. Special welcome to guests Phil Sutton (OR Assoc.) & David Grieg (INW Assoc.), here to discuss Para athletics. Officials & BOD events calendar has been updated on our website @: <https://pacificnorthwest.usatf.org/information-for/officials/calendar> A snip of upcoming events for the next 3 months+ is shown below as Attachment 1. Anyone can get events added - just let Paul know. Draft minutes for the November 17, 2025 meeting were sent out and all comments have been incorporated. Motion to accept the November BOD minutes; minutes were accepted.
- B. Treasurer's Report: Melita Aquino: PNTF finances are in good shape with over \$123k in the bank, with 1 check for prize money & 2 for Annual Meeting reimbursement outstanding. 2 additional AM reimbursement checks expected to be written once AM reports are received. Motion to accept & report was accepted. See attachment 2.
- C. Membership Report: Tracy Pleiman. Not present / no report.
- D. Sanctions: Carole Langenbach. We have a total of 68 sanctioned events so far for 2026, which is 18 more than at the same time last year. We had 191 total sanctions in 2025.
- E. Office Manager's Report: Carole Langenbach. Nothing to report.
- F. Vice President's Report: Ivars Ikstrums. Pleased to announce Fredrick Jurstrand & Tonio Tello as new Athlete reps to our BOD
- G. President's Report: Ed Viering.
 - 1. 2026 Indoor season has begun, initial UW Preview meet went smoothly. Noted that Andy, Geoff, & Bob worked weeks in advance on planning & preparation, and in addition several other officials came early to help get the equipment set up and checked out prior to the meet (& there were some challenges!).
 - 2. Kenny Emerick has retired as our SafeSport rep, so Ed will cover it until he can find someone else. Volunteers?
 - 3. USATF has a Women's committee - and they would like a representative from every Association. Contact Paula Everdell for more information & let Ed know if you are interested in representing PNTF in this capacity.
 - 4. PNTF Awards banquet will be March 8th. Carole has been the focal point for this, however Ed would like to find a replacement to take this off Carole's plate in the future. Contact Carole to find out what's involved & to volunteer!
 - 5. By-laws changes need to be approved by membership, so any future changes will need to be voted on at our September PNTF Annual meeting. The BOD should get everything prepared for that ahead of time.
 - 6. USATF Annual meeting. Consensus was that virtual attendance just didn't work. We need to move all of our PNTF planning earlier, settle who delegates will be + any extra attendees, who will attend which sessions, determine stipend amount, etc. We may have more folks willing to travel to Portland this year, so we need to think about possibly limiting the participation and the associated costs if that becomes necessary. PNTF was named the #6 Association in the country per the established criteria, and we're supposed to get a check from National for \$1100.
 - 7. Go Fund Me. They automatically "signed up" & created a web page for every 501(c)(3) they could find! There was a greater than 0 chance for a bad actor to claim it & have money funneled to them, but Ed was able to preempt that by claiming the page. It will effectively be inactive as we don't need to use "Go Fund Me" as a funding source.
 - 8. Directors and officers insurance is designed to protect your personal money in case someone sues you for a board decision, as discussed at President's meeting in Orlando. Melita & George wondered if the existing USATF D&O policy was adequate to cover us. Melita will contact Sara Reese at National Office & forward what she finds out.
 - 9. Ed is considering cancelling the June BOD meeting, as it typically has the worst attendance due to its timing on the calendar & competing activities. Give Ed feedback if you have an opinion on this one way or the other.

II OLD BUSINESS

- A. **PNTF Mar. 8th Annual Awards Luncheon Update:** Carole Langenbach. Awards celebration will again be held at the Daybreak Star Cultural Center at Discovery Park on March 8th. We settled on 12:30 check in, 1:00 buffet luncheon, with awards directly after. As in prior years, athletes & others receiving awards will be hosted at no cost by PNTF. We decided that other guests will pay \$15 at the door (PNTF would cover any additional costs if that amount doesn't get us to break even). We'll use the same caterer as last year, menu will be a taco bar buffet.
- B. **BOD Athlete rep recruitment status:** Ivars Ikstrums. See VP's report above.
- C. **Last Chance Nominations for CoY Award:** Ed Viering. Opened the floor for additional nominations - there were none. The 2 nominees from our last meeting are Sarah Campbell: Rain City Flyers Youth head coach & meet director, and Trisha Steidl: President of Seattle Running Club & our MUT chair. Ed asked BOD members to email their votes to a 3 person panel of Paul Kiehn (Secretary), Fredrick Jurstrand (Athlete/Official), and Sue Hoppe (A-L BOD / Official), who will be responsible for vote counting & determining the winner.

III NEW BUSINESS

- A. **Accreditation 2026** - Paul Kiehn: The AEC & Greg Mohl like to see our data submitted by Jan 31. Examples of Association news emails & current by-laws have already been uploaded to Wufoo (note that we'll need to re-submit our latest by-laws if we change them this year). Next we need Financials including our 2026 budget (Melita); evidence of incorporation with Washington State, & declaration of our PNTF Championships (Carole). National pulls other data such as # of members, clubs, # of officials, sanctions, etc., and the last thing they'll do is an audit of our website. Andy Martin does a great job keeping our PNTF website compliant and up-to-date. They will generally do a preliminary assessment sometime in the Spring to provide initial feedback, and then a final compliance review around mid-November just prior to the Annual Meeting. Reference the Accreditation action item list in attachment #3.

IV COMMITTEE REPORTS

- A. **Para Athletics:** (Ed moved this earlier in the agenda to accommodate the guest speakers). Carol Coram not present. Phil Sutton from OR Association & David Grieg from INW Association presented. Phil explained that the 3 of the Pacific NW Association Para Chairs had conducted a Zoom call to discuss how to coordinate efforts to develop Para Athletics within our Associations. The main outcome was the idea to create a Regional Para-only meet that would be hosted on a rotational basis by the 3 Associations, similar to how we do our J.O. Region 13 meets. We would start this year with the Pine Cone Classic in Spokane, which is already well established, having been up & running for the past few years. PNTF & OR Associations would then have a bit more time to develop their own Para-only meets. David Grieg explained his background working with ParaSport Spokane, and as meet director for the Pine Cone Classic, which is a meet dedicated for Para athletes held in late June at Whitworth University in the Spokane area. It is currently the only Move United sanctioned Para athlete meet in the Pacific NW. David talked about other potential areas for NW Region collaboration such as conducting clinics for athletes, coaches, & officials to build up the Para program within our 3 Associations. Noted that about 5% of Team USA Para athletes come from the Spokane program. They are also recognized by & cooperate with Move United, which is the National Organization for ParaSports in the U.S.. Question: How many athletes compete at Pine Cone? A: about 50. Bob Springer noted the challenges for Officials to advance past apprentice level under the current guidelines, as there's very few Para dedicated meets on the west coast. Question asked about the specifics for getting Para athletes recognized by USATF and Move United. David will send an email with those details. Phil & David will be making similar presentations to their respective Associations in the near future. Appreciate them taking the time to address PNTF on this subject!
- B. **Youth:** Holly Genest.
 - 1. We had 708 finishers at our PNTF Youth XC championships vs. 677 at Regionals. .
 - 2. Youth XC Nationals were competed at Shelbyville Indiana, which did a great job hosting. Had over 4 inches snow during the races. 190 competitors from PNTF & had 23 individual All-American performances. Team results: Cascades Striders: 7-8 Girls finished 3rd, 7-8 Boys finished 1st! Rain City Flyers: 7-8 Boys finished 7th, 9-10 Boys finished 1st! West Seattle Road Runners: 11-12 Girls finished 2nd!
 - 3. Next year's Youth XC Nationals will be held in Lafayette Louisiana.
 - 4. Held 1st Youth committee meeting of the year; with the 1st developmental meet scheduled for the end of March.
 - 5. PNTF Youth committee offered 2 level 1 coaching scholarships for each club and will continue that in 2026. In addition, they will also offer scholarships for Youth specialization coaches training.
- C. **Open:** Tony Monroe. Will be helping Carole with Awards Ceremony planning. Looking for nominations for PNTF Open Athlete of The Year - please email Tony if you have a nominee.
- D. **MUT:** Trisha Steidl. Not present (on travel), but emailed Paul her report to summarize: USATF 50km National trail championships will be held @ Mt. Hood in 2026, those are generally held around 3rd weekend in August. There's also a new Race Director @ Seattle Running Club & they plan to continue the Cougar Mountain Trail Series this year on the 2nd Sat. In Aug., with the 14.5 mi PNTF Open/Masters Trail Championships & the 5k PNTF Youth trail

championships. Finally, a note from the Annual Meeting: USATF has cancelled the 2026 Club Nat XC Championships & instead it will be combined under the overall National XC championships. Trisha asked why, but no explanation was provided, it was just presented as a positive change. Trisha's concern was that with USATF prize money combined & depending how races are structured, it will put amateur competitors at a disadvantage compared to the professionals for the chance to win prize money.

- E. **Masters:** George Mathews. PNTF Open/Masters championships will be on August 1st, however he's not confident that the West Seattle Stadium refurbishment will be completed in time. George will regularly check on progress, however he may need to look into Shoreline Stadium or PLU as alternate contingency sites. Seattle Masters Club will also be hosting a HS Hammer Throw championship on May 31st, tentatively at West Seattle, but will probably need to look for an alternate site for that meet as well.
- F. **Race Walk:** Katie Burnett. Not present / no report.
- G. **Athletes:** No Report.
- H. **Coaches:** Kevin Jackson. New National chair is Chris Richardson. Para coaching will be integrated with Level 1/2 classes. A Level 3 class is tentatively planned for either summer or winter. There will also be Developmental coaches training offered, targeting Parents, Volunteers, and Administrators.
- I. **Officials:** Geof Newing. Not Present, however emailed his report to Paul to summarize: Kicked off the college indoor season at the Dempsey with the UW Preview meet. Lots of positive comments from athletes & coaches. In the timing alcove there were some initial setup challenges, but got everything fixed prior to the 1st race & had very few issues after, thanks to preparation & teamwork of the timing crew. A few meet highlights (from a Bob Springer email):
 - 1. UW pole vaulter Jimmy Rhodes cleared 19'-1" & broke the UW record that had been previously held by his coach Toby Stevenson, and was set back in 2004.
 - 2. 2 more UW school records were set in the men's & women's 1000, with Tyler Bilyard running the 4th fastest time in NCAA history, and Chloe Forester running the 3rd fastest in NCAA history for the UW women.
 - 3. Another highlight in women's distance was Nike athlete Maggi Congdon setting new meet records in both the 800 & the mile.
 - 4. The men's mile competition saw 8 sub 4 minute times, including 3 by current UW athletes and 2 more by former UW runners who are now running with clubs & sponsorships. Finally, 19 year old Australian Cam Myers running for Nike broke 3:50 w/ a time of 3:49.8 to set a new Dempsey indoor record & the fastest mile time ever recorded in the month of January!
 - 5. UW Preview Highlights: <https://paulmerca.blogspot.com/2026/01/world-leading-marks-in-mens-mile-and.html>
 - 6. 2 more college indoor meets @ the Dempsey: UW Invite Jan 30-31, & Husky Classic Feb 13-14 - let Bob Springer know if you can help out with those, then we'll start transitioning to the HS & College outdoor season.Finally, Geoff wanted to thank all the officials that helped with equipment set up & breakdown after the meet.
- J. **Officials Training & Certification:** Bob Springer. PNTFO Annual General Meeting will be this coming Saturday, Jan 24th at Terry's Kitchen in Bellevue / Newport Hills area. Reported that we've taken delivery of new Timing clocks which are slimmer & brighter than our old ones. We've got one new officials training clinic scheduled for February 28th at Rainier Beach HS. Trying to get at least one more set up, data & location TBD. The UW Invite Jan 30-31 will have the "Mile City" meet competition all day Saturday (31st).
- K. **SafeSport:** Vacant. Ed is looking for a volunteer to staff this committee position.
- L. **Communications:** Teo Smith. Not present / no report.
- M. **Associations Admin:** Patti Petesch. Not present / no report.

Ed's closing comment: We need to work on getting the Athlete of the Year awards settled soon (action for Youth, Masters, Open chairs), so power point presentations can be created for the luncheon celebration with athlete pictures & bio's, etc.. March 8th will be here before you know it!

The meeting adjourned at 8:35 p.m.

Next PNTF board meeting will be April 20, 2026 via Zoom @ 7:00 pm.

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

Attachments:

- 1) Events Calendar / Near term events:
- 2) Treasurer Summary
- 3) 2026 Accreditation Action item list

Attachment 1 - Events Calendar through April:

2026 PNTF Events Calendar - Officials + BOD						
Month	Date	Day	Event	Meet type	Location	Notes / Additional Info
January 2026	16-17	F - Sa	UW Preview -	NCAA	UW - Dempsey Indoor	see Bob Springer email for details
	19	M	* PNTF Board Mtg	-	Zoom / virtual	7:00 PM; see email or PNTF website for agenda & Zoom login info
	24	Sa	PNTFO Annual General Meeting	-		see Carole L. email for details
	30-31	F - Sa	UW Invite -	NCAA	UW - Dempsey Indoor	see Bob Springer email for details, Saturday will be "Mile City"
	31	Sa	*BOD Initial Assoc. Accreditation Wufoo uploads due	-		Annual Mtg. Minutes, Bylaws, Comms, Championships, Financials
February	13-14	F - Sa	UW Husky Classic -	NCAA	UW - Dempsey Indoor	see Bob Springer email for details
	19-22	Th-Su	2026 USATF Masters Indoor Championships	USATF	ALBUQUERQUE, NM	
	28	Sa	New Officials Training Clinic @ Rainier Beach HS	-	Rainier Beach HS	
	28	Sa	2026 USATF Indoor Championships - day 1	USATF	STATEN ISLAND, NY	
March	1	Su	2026 USATF Indoor Championships - day 2	USATF	STATEN ISLAND, NY	
	6-7	F-Sa	UPS Ed Boitano Invite	NCAA	Sat @ UPS Baker Stadium - Tacoma	https://loggerathletics.com/sports/track-and-field/schedule
	8	Su	PNTF Awards Luncheon	-	Daybreak Cultural Center, Discovery PK	Check in @ 12:30, Luncheon @ 1:00, Awards Ceremony follows
	TBD	??	New Officials Training Clinic	-	TBD	
	13-14	F-Sa	PLU Invite	NCAA	PLU - Parkland	https://golutes.com/sports/mens-track-and-field/schedule
	12-15	Th-M	Nike HS Indoor Nationals	USATF	The Armory, NY, NY	
	20-21	F-Sa	PLU Open	NCAA	PLU - Parkland	https://golutes.com/sports/mens-track-and-field/schedule
	21	Sa	Kent-Meridian HS Invite.	NFHS	French Field, Kent	
	20-22	F-Su	2026 USATF National Youth Indoor Championships	USATF	Ocean Breeze Complex NY, NY	
	28	Sa	UPS Peyton-Shotwell Invite	NCAA	UPS Baker Stadium - Tacoma	https://loggerathletics.com/sports/track-and-field/schedule
April	28	Sa	Stanwood Fresh-Soph Invite	NFHS	Stanwood, WA	
	11-12	Sa-Su	UPS Invite	NCAA	PLU Fri / UPS Baker Stadium - Tacoma	https://loggerathletics.com/sports/track-and-field/schedule
	20	M	* PNTF Board Mtg	-	Zoom / virtual	7:00 PM; see email or PNTF website for agenda & Zoom login info
	25	Sa	Eason HS Invite	NFHS	Snohomish HS	
	25-26	Sa-Su	Northwest Conference Championships	NCAA	Spokane, WA	

- Link to full 2026 Calendar: <https://pacificnorthwest.usatf.org/information-for/officials/calendar>

Attachment 2 - Treasurer Summary

PNW TF Treasurer Summary – January 2026					
Description	Summary Amount	1/1/25 Starting balance	2025 Transactions	Balance as of 1/19/26	
Checking balance as of 01/01/2025	\$21,359.98	(\$1,505.00)	\$1,505.00	\$0.00	
Total credits	\$75,739.62	\$9,666.38	(\$10,301.89)	(\$635.51)	
Total debits	(\$72,958.75)	\$15,361.55	(\$6,003.77)	\$9,357.78	
Checking Ending balance as of 1/19/26:	\$24,140.85	\$7,201.82	(\$1,863.64)	\$5,338.18	
Savings Ending balance as of 1/19/26:	\$100,215.12				
TOTAL BANK BALANCE:	\$124,355.97				
Membership 25 (11/24-10/25):		\$0.00	\$30,465.34	\$30,465.34	
Membership 26 (11/25-10/26):		\$0.00	\$0.00	\$0.00	
Sum:		\$30,724.75	\$13,801.04	\$44,525.79	
*Membership 24 has outstanding 2024 distributions to Membership Chair and PNA					
Checks written not cashed:	-\$725.20				
Mastercard outstanding charges:	\$0.00				
Cash Balance:	\$123,630.77				
General Fund Total*	\$79,104.98				
GFT* calculation: Cash Balance less Committee Balances					
Outstanding Checks					
Status	Check #	Amount	Memo	Category	Check recipient
WRITTEN NOT CASHED	1552	(\$100.00)	9/1 XC W 3rd	Open	Hannah Calvert
WRITTEN NOT CASHED	1591	(\$156.30)	AM 2026 reimbursement Virtual	General	Paula Everdell
WRITTEN NOT CASHED	1596	(\$156.30)	AM 2026 reimbursement Virtual	General	Patti Petesch
NO REPORT - NOT WRITTEN		(\$156.30)	AM 2026 reimbursement Virtual	General	Kevin Jackson
NO REPORT - NOT WRITTEN		(\$156.30)	AM 2026 reimbursement Virtual	General	Becca Peter

Attachment 3 - 2026 Accreditation Action items

2024 990 Form	<input type="button" value="Choose File"/> no file selected	Action: Melita
2024 990 Proof of Submission	<input type="button" value="Choose File"/> no file selected	Action: Melita
2025 Annual Meeting Minutes (or substitute meeting indicating rescheduling to later date)	<input type="button" value="Choose File"/>  Minutes – P...Sept 21.pdf	Complete. Paul 1/9
Association Current Bylaws	<input type="button" value="Choose File"/> no file selected	Complete? Aug '25 rev submitted. Paul 1/9 Any B-L updates this year? TOC needs rev.
Proof of Active Business Status from your Designated State	<input type="button" value="Choose File"/> no file selected	Action: Carole L.
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
2025 Association Annual Meeting email Announcement to membership (pdf copy acceptable)	<input type="button" value="Choose File"/>  2025 Assoc....Annual Mtg	Complete. Paul 1/9
<hr/>		
Championships	Use the Championships Workbook template here .	
2025 Championships	<input type="button" value="Choose File"/> no file selected	Action: Carole L.
2025 Association Newsletter #1	<input type="button" value="Choose File"/>  2025 Assoc. ... events.pdf	Complete. Paul 1/9
2025 Association Newsletter #2	<input type="button" value="Choose File"/>  2025 Assoc. ...I XC events	Complete. Paul 1/9