

**Minutes of the
Pacific Northwest Track & Field/USATF Pacific Northwest
Board Meeting held January 18, 2016**

President Ivars Ikstrums called the meeting to order at 7:00 p.m. at Seattle Parks and Recreation Building at 100 Dexter Ave. N. in Seattle. The following were present: Ivars Ikstrums, Chris Kunzelman, Ed Viering, Gwen Robertson, Darlene Hickman, Patti Petesch, Becca Peter, Bill Hickman, Jim Ryan, Neal Stoddard, Ken Emerick, Holly Genest, Carole Langenbach, Geof Newing, Eddie Strickler, Eric Sach, Bob Langenbach, Lawrie Robertson.

I MINUTES AND EXECUTIVE REPORTS

- A. Secretary's Report/Minutes: Ed Viering distributed the agenda and latest schedule. The minutes for the November meeting have been emailed. The minutes were accepted. Required accreditation paperwork was recently turned in to National Office.
- B. Treasurer's Report: Gwen Robertson. Gwen provided her report. We are connecting our Bank of America account to Quicken. Tracy's account is next. Committees, please look at report to make sure things are in the right column. Report was accepted.
 - 1. Overall Total as of 10/31/2015: \$151,045.59. Group breakdowns:

General -	\$75,427.86	Masters -	\$12,360.63
Open -	\$21,529.43	Youth -	\$35,035.98
Officials T&C-	\$ 4,078.69	Fred Dean Youth Travel -	\$ 2,613.00
- C. Membership Report: Tracy Silva submitted her report via email. Report was accepted.
 - 1. As of Jan 18, 2016: Youth- 474; Open- 193; Masters- 396; Clubs- 40.
 - 2. Relative to a year ago: Youth is up 27, Open is up 6, Masters is up 68, Clubs is up 15.
- D. Sanctions Report: Carole Langenbach. We have 45 sanctions for 2016. Annual total was \$12,470 to PNTF. From now on Carole will cut off the year at the end of October.
- E. Vice President's Report: Chris Kunzelman.
 - 1. Consider a new alternate if your current alternate holds another position.
 - 2. There was a lawsuit in the Federal Way School District. Reminder: the most dangerous time is warm-ups. Incident was three years ago and the District settled on Friday. They dropped the suit against the coach. Federal Way School District is now looking for certified officials. Chris provided deposition about what a normal meet looks like.
- F. President's Report: Ivars Ikstrums. The IAAF report came out on Thursday. Our sport at a high-level is going through great pains. Best thing for us to do is simply to do things the right way.
- G. Office Manager's Report: Carole Langenbach. Office Manager had \$130.51 in expenses in 2015, but did not subtract that amount from total sanction income to PNTF because of leftover funds in Office Manager checking account.

II OLD BUSINESS

- A. USATF Annual Meeting Reports- Ivars Ikstrums. Ivars has collected all reports into one PDF. Let Ivars know and he will email you. We are not distributing it outside the board.
- B. PNTF Banquet - Chris Kunzelman.
 - 1. Our speaker will be Isan Goldwire. He is a Para Olympic athlete and coach and is on the WIAA Implementation Committee. We will send out an email for people to register.
 - 2. Ivars added, on a high school level, Brian Smith is stepping up Para athletics at the high school state meet and around the state. Rules will be enforced this year. 10% of high school students may qualify as Para. Kent is making their facility compliant and will open up dual meets to Para events.
 - 3. Price is raised from \$33-\$39. Committees need to tell us who they are paying for. Bill Roe will help with the program.
- C. Board member open positions- Ivars Ikstrums.
 - 1. We have one open athlete and one open At-Large.

2. Patti talked to four people that she would like to consider being on the board. Dennis Cook has been to several USATF annual meetings and is on the National Hershey committee. He was a triple jumper and long jumper. James Beck has been at the last five USATF meetings. He's a coach and youth mentor and came through our program. He was a track and field and football academic All-American at Yale. Kendra Keller is from Rainier Beach and University of Washington. She coached youth in Cincinnati. Gerald Edwards works in banking. He was a long jumper from WSU. Patti will invite them to board meetings.
3. Ivars mentioned that George Mathews said he will serve as the athlete rep if asked.

III NEW BUSINESS

- A. Statements of Policies & Procedures proposals– Carole Langenbach. We have a lot of money. Maybe it is time to stipend some annual meeting people. Carole proposes a change to statement 19 to:
 1. Give \$225 to those who pay their own way to the annual meeting. Future year amounts can be determined each November.
 2. Subsidize banquet attendees whose dinner is not paid by PNTF.
 3. Give a \$200 guest speaker honorarium. Historically it was \$100. It was raised two years ago.
 4. We will have a vote in April. *[Editors note: the proposed change to statement 19 is attached.]*
- B. Annual Budget Approval – Gwen Robertson. Carole and Gwen presented a budget.
 1. Projected income on 1/19/2015 was \$48,828. Actual income for 2015 was \$50,104. Projected for 2016 is \$46,447. The sanctions actual total is lower because of the new earlier cut-off date. OT&C will increase after the Olympiad. Paid dinners came to \$781 in 2015 and we project 2016 to be lower due to the decrease to \$20. Grants for 2016 already have been received at \$2000.
 2. Projected expenses on 1/19/2015 were \$37,624. Actual expenses for 2015 were \$40,900. Projected for 2016 is \$42,749.40. (\$23,249 of projected is from General Fund and the rest is from the committees.) Dinner expense goes up if the subsidy is approved. Annual meeting expense goes up if the stipend is approved. Masters expense will go down after this year's big equipment purchases.
 3. The budget was approved.
- C. SafeSport Group Training –Patti Petesch. Patti has a disc for a classroom session of SafeSport. She would like to do three here but is willing to go to Tacoma. All officials and youth coaches need it.
- D. USATF Waiver of Liability– Ivars Ikstrums for Lance Neubauer.
 1. We realized athletes, officials and helpers need to sign away liability. Most entities ignore it because you can't get workers with it.
 2. Bill Hickman says you can't draft a release usable in all 50 states. National Office has been tweaking this for years. 18 and under can't sign a release and parents can't sign it for them either. Give Bill the relevant points and he will send them back to Norman Wain.
 3. If they don't all sign the new director is liable for first \$10,000 in case of a lawsuit.
 4. Becca says youth gets taken care of in CoachO. We want to make sure track and field open athletes are covered. USATF wants us to use their waiver. Becca uses hers for pole vault meets. She thinks open and masters should use USATF waiver and believes we can do it online.
 5. Patti says sanction paperwork says "I will have officials and athletes sign waivers". People check the box but don't do it. USATF says we would be responsible for the first \$10,000 of liability costs.
 6. Ivars asks, for officials and helpers, if you need to grab a volunteer do you need to make them sign? Ivars will send concerns to Bill Hickman who will send them to Norm Wain, but it doesn't change the policy.
- E. 2017/2018 National JO Cross Country Championships bid–Patti Petesch.
 1. The bid for JO Nationals 2017 Cross Country got voted down, so we considered a 2017 bid. Spokane is planning on 2017 and we don't want to compete with them.
 2. A small group of youth committee and others decided to bid for 2018 which is a West Coast year. This gives us more time for sponsorships, etc. We will meet a few more times, then present to PNTF board. West Coast didn't bid last time.

3. Becca noted that Club Northwest will not be happy because this is the same weekend as Club Cross. Maybe Club Northwest can try for 2019.
 4. Patti mentioned it is been a long time since Youth Cross Country was here, but Club Cross-Country was just a few years ago. We have decided on the Tacoma area for a venue.
- F. Nominations for Contributor of the Year – Ivars Ikstrums. Darlene nominated Louise King-Taylor. Previous nominations were Eric Sach, Doug Chandler and Darryl Genest. The nominators gave short rationale for their choices:
1. Eric Sach has done a great job since taking over MUT; helped with the national championships at Lake Padden; sets up courses; has done training; is active in the running community; has done a great job promoting ultra and trail; 25% of our sanctions are now for trail.
 2. Doug Chandler was a Rain City parent and one of the original founders of the Rain City club; has been on the youth board and was Youth Chair for two years; is an official who's worked state meet and beach vaults; long-time JO Officials Coordinator; past PNTF Treasurer.
 3. Darryl Genest is Head Coach for Federal Way Track Club; has a quiet way of taking charge; stepped down two years ago as Cross Country Chair for Youth, but it still the guy making it happen; does a great job at course set up and educating volunteers; Masters athlete.
 4. Louise King-Taylor is an early era women's coach at Sumner High School; early pioneer for both girls and boys; very active official; Throws Referee at the state meet; meet manager for League and District meets at Sumner; comes to rules review every year; is working on her craft all the time.
- G. Vote for Contributor of the Year – Ivars Ikstrums. A vote was held. Chris and Ivars will count the vote and announce at the banquet.

IV COMMITTEE REPORTS

- A. Youth: Holly Genest.
1. The Youth coaches want nationals here.
 2. JO Cross Country Nationals were a struggle with altitude. Age 13-14 Cascade Strider boys took first place.
 3. Centralia/Portland/Cheney have indoor meets this season for the first time ever.
- B. Open: Becca Peter.
1. I plan to continue to combine the Open T&F/XC championships with Masters in 2016. XC will be Sunday, November 6 at Woodland Park.
 2. I believe we will be hosting the Open/Masters Regional cross country championships as well. I have reserved Lincoln Park for Sunday, November 20. I will contact Mike Hinz to make sure that it is all official from their end.
 3. Masters Combined Events: I am still waiting on the contract to arrive from the national office. Shoreline school district is not sure about us using Shorewood now that Lance is no longer an employee. I told him I was potentially still interested even with a higher price. It may be hard for them to commit until they hire a new track coach. Meet is August 6/7.
 4. I also contacted JD to try and get a better idea of what the deal is going to be with anyone ever renting UW. Edmonds-Woodway is farther than I would like to travel if we do split facilities, but I will explore the possibility with them. I would think we can go there on day two for some of the discus /PV/javelin and still leave their infield free for soccer, etc. Maybe we can get it at a decent price if that were the case.
 5. I am interested in using some of my open money to provide a little prize money for the Open Women's Decathlon. This should be a one time thing as it looks promising that we will move toward USATF hosting a Women's Decathlon in the future. Maybe \$1000-\$500-\$300-\$200? There's currently no association or regional championship for combined events at the Open or Masters level. I would imagine that we could also give awards in those categories much like we do when the Masters Classic is doubling as an Associations/Regionals. Perhaps we can try to tap into some of that Masters Regional money that goes untouched every year.

6. There is no bid packet for Masters Combined yet. If the event is hosted at Kings I am confident I will be able to cover all of the cost with entry fees, but if we move it elsewhere, I need to explore sponsors/additional sources of funding. If we are able to bring in more money than the basic expenses, I would love to pay all the officials. I know it is a very long two days of work.
- C. MUT: Eric Sach. "RunCleanGetDirty.org" athletes are signing a pledge that says "if I am found guilty I will take a lifetime ban". There was a huge outrage when Lance Armstrong won a trail race.
- D. Masters: Neal Stoddard for Lance Neubauer. Seattle Classic has moved to Jul 30 for Open and Masters.
- E. Race Walk: no report.
- F. Athlete Update/News: Eddie Strickler. Indoor season is starting up. World Indoors is in Portland. Salomon is sponsoring the Rain Shadow Running series in Washington.
- G. Officials: Geof Newing.
 1. Geof, Andy and Kenny spent time preflighting the gear and spent nine hours on Friday setting up. We designed a new Washington badge which basically takes our name off it. I want to get a training class for FieldLynx computers. We hope to recruit youths to learn the computers for service learning credit.
 2. The banquet is on Saturday Jan 23. It is free to officials.
 3. We finally got our 4' x 8' new scoreboard. It was delayed due to damages in shipping. We receive the correct graphics card on Saturday.
- H. Officials Training & Certification: Bill Hickman. Seattle clinic is this Saturday the 23rd. You have to park offsite. 16 sign-ups so far. Eight signed up for Tacoma. It's not in the field house this year due to construction.
- I. Website/Communications: Becca Peter.
 1. We should be fully transitioning to the new website any day now. Andy needs info on the awards banquet ASAP. Do we need to approve a new contract for him at this meeting? He has been phenomenal! Worth every penny. I believe he is working with 10 associations now and the Pacific Association is looking to hire him as well.
 2. Ivars says Andy Martin has done a great job, especially in press releases. It was moved, seconded and approved to re-up his contract.
- J. USATF Associations Committee: Patti Petesch.
 1. Organizational services people all retired once it was moved under Associations. Paul Bodenshot is the new chair of Accreditation Committee.
 2. Youth left CoachO when the contract was up. Youth left Hy-Tek to go to MeetPro. USATF is going to Athletic.net for registration.
 3. All the executive positions on Associations Committee retire at the 2016 convention.
 4. We have new money from USATF CEO Max Siegel. There is a grant of aid for financially strapped associations to bring more delegates.
 5. There are no longer fees to have the National Office host the website.
 6. There is \$25,000 in the budget to reorganize Association rankings from the gold/silver/bronze method. There is \$3000 available to each regional meet.
 7. For 2016 grants, Patti needs someone to be our grants person due to conflict of interest. Lawrie Robertson volunteered and will be our new Grants Committee rep.
- K. USATF Board of Directors Update: Darlene Hickman. Conference calls are on the third Wednesday of the month.

Next meeting is here on April 18, 2016.

The meeting was adjourned at 8:59 p.m.

Respectfully submitted,

Ed Viering
 Secretary
 Pacific Northwest Track & Field/USATF Pacific Northwest

STATEMENT 19
FINANCIAL POLICIES

- A. After serving a year in office, the President of PNTF shall receive a stipend of \$ 400 after attending the USATF Annual Meeting. (1/17/11) A newly-elected President shall also receive a \$ 400 stipend after attending the USATF Annual Meeting. (4/18/11)
- B. Athlete delegates who attend and represent PNTF at the USATF Annual Meeting shall receive a stipend of \$300. A written report shall be required from all athlete delegates by the third Monday in January. The maximum number of athlete delegates to receive stipends shall be five (5). An athlete delegate may request additional funds by submitting an expense sheet upon returning from the Meeting. Additional funding shall be decided by the Board on a case-by-case basis.
- C. PNTF delegates who attend the USATF Annual Meeting shall have their on-time registration fees reimbursed. Note: it is understood that a written report be sent to the President before the reimbursement is given to the delegate. (1/17/11)

PROPOSAL TO ADD: PNTF delegates and alternates who pay their own transportation and housing costs to attend the Meeting shall each receive a stipend after their reports are received by the President. Beginning in December 2016, this amount shall be \$ 225 with amounts for following years to be determined by the Board in November each year. (4/18/16)

- D. PNTF shall pay the airfare and hotel costs of one representative to attend USATF's Association Workshop held in August each year, regardless of the reimbursement amount from USATF.
- E. The PNTF Membership Director shall receive compensation in the amount of \$1 per USATF individual membership and \$5 per USATF Club membership. This compensation will be paid in November after a written annual membership report is accepted by the Board.
- F. The PNTF Sanctions Chair shall receive compensation in the amount of \$10 per sanctioned event to be paid after all events have been sanctioned for the year and a written annual sanctions report is accepted by the Board at the January meeting.
- G. At the Annual Awards Dinner, the PNTF General Fund will pay the dinners of current Board members including ex-officio Board members (and a guest) whose dinners are not being paid by a committee. (6/20/11)

PROPOSAL TO ADD: The PNTF General Fund may subsidize the dinner cost for each attendee whose dinner is not being paid by PNTF; the amount shall be determined in January each year. The guest speaker shall receive an honorarium of \$ 200 in addition to a complimentary dinner for him/her and a guest. (4/18/16)

These statements were passed by the PNTF Board of Directors on January 17, 2011. Additional amendments were accepted on the dates shown in parentheses.