

Mid-Atlantic Association Executive Committee Meeting

February 20, 2013

Severance Room, Villanova University

In attendance: Cynthia Young, Michael Hemsley, Rogers Glispy, Paul Spencer, Annette White, Nelson Berrios, Doreen McCoubrie and Earl Edwards.

President Cynthia Young called the meeting to order at 7:41 p.m.

Secretary's Report: Paul Spencer's report is attached. Cynthia Young said Pam Fales, the Region 2 coordinator, will give us checklist on meeting the new accreditation standards in March.

Treasurer's Report: Rogers Glispy's report is attached. Roger said that, in assigning membership revenue to the sports committees: (1) Revenue would go to the Youth Athletics Committee from any application for a Youth membership. (2) Revenue would be divided evenly between High Performance and Long Distance Running from any application in which sports codes for both committees are checked. Rogers and Robin Jefferis will draft an official process for the committee's consideration.

Financial Secretary's Report: Annette White's report is attached. Annette emphasized that a Deposit Distribution Report must be filed each time a deposit is made. She said she hopes to issue monthly reports on expenditures and quarterly reports comparing budgeted and actual revenues and expenditures.

President's Report: No report.

Vice President's Report: Michael Hemsley reported that each Executive Committee member should submit a conflict-of-interest form to him at the next meeting.

High Performance: Rogers Glispy said two new members had been appointed to the committee and that two positions remained open. He hopes to fill the two positions with Open athletes, including an Elite athlete. The committee will hold its first meeting of the year after the Indoor Championships on March 3.

Long Distance Running: Robin Jefferis' report is attached.

Youth Athletics: Nelson Berrios' report is attached. Nelson said 171 athletes had attended the Youth Indoor Championships in January at Widener University. He said the Outdoor Championships on June 22-23 will be our first meet with combined events and the steeplechase. Also, Mid-Atlantic will host the Region 2 Cross Country Championship on Nov. 22, 2014.

Law and Legislation: Michael Hemsley said law and legislation amendments will be considered this odd-numbered year (alternating with rules changes in even-numbered years). Mike said he will prepare a schedule for proposing amendments, including to Mid-Atlantic's bylaws. He also said the association is not currently exempt from Pennsylvania sales tax, but that we will submit an application for an exemption.

Membership and Sanctions Report: Doreen McCoubrie's report is attached. She said memberships and sanctions are running ahead of last year. She said some coaches for clubs that have multi-year registrations have not had background checks this year. Michael Hemsley said those people should be sent a message saying that: (1) A background check is required each year, regardless of multi-year registration. (2) The background check is required for insurance coverage. (3) If a club fails to meet the requirement for background checks by April 15, its registration will be suspended.

Doreen also noted that the association's credit card is still in Norm Green's name. Rogers said the procedure for using the credit card will be the same as for payments by check, starting with submission of a payment voucher to the financial secretary. On a motion by Earl Edwards, seconded by Michael Hemsley, the committee voted unanimously to add Rogers and Doreen's names to the credit card and remove Norm's.

Budget and Finance: No report.

Coaching Education: No report.

Officials: Earl Edwards' report is attached. Earl said the Officials Committee is taking steps, including pre-registration and pre-payment, to increase the number of prospective officials at the Penn Relays clinic who become certified.

Communications: Paul Spencer's report is attached.

Awards: No report.

Old business: The committee briefly discussed a proposal to increase sanction fees and agreed to table the issue until the next meeting.

New business: None.

The meeting was adjourned shortly after 9 p.m.



USATF Mid-Atlantic Executive Committee Meeting February 20, 2013, 7:30 p.m.

AGENDA

- Secretary's Report
- Treasurer's Report
- Financial Secretary's Report
- President's Report
- Vice President's Report
- Committee Reports
 - Sports Committees
 - High Performance
 - Long Distance Running
 - Youth Athletics
 - Administrative Committees
 - Law and Legislation
 - Membership
 - Budget and Finance
 - Coaching Education
 - Officials
 - Communications
 - Awards
- Old Business
- New Business

Secretary's report
 Paul Spencer
 Mid-Atlantic Association
 Feb. 20, 2013

USATF committee members

The form designating Mid-Atlantic's members of the USATF national committees was submitted in January. The main purpose is to provide contact information for the USATF website. The appointments are:

Men's Track & Field:	Rogers Glispy
Women's Track & Field:	A. Monique White
Race Walking:	Ed Richardson
Men's LDR:	Edward Maher
Women's LDR:	Robin Jefferis
Masters LDR:	Edward Maher
Mountain, Ultra, Trail:	Ted and Diane hardies
Cross Country:	Robin Jefferis
Associations:	Michael Hemsley
Masters Track & Field:	Rogers Glispy
Youth Athletics:	Nelson Berrios
Officials:	Earl Edwards

Accreditation standards

USATF notified the association that we have received full accreditation. Also, here are the new accreditation standards. For 2012, an association can meet either the old or the new standard.

Individual Members	20 per 100k population – minimum 400
Club Members	50% of individual members must belong to clubs – minimum 12 clubs
Sanctions	1.0 per 100k population – minimum 20
Championships	21 minimum in a minimum of 5 stand-alone events covering 9 sport committee programs
Officials	Minimum 50, except 30 in Associations under 1 million in population
Fiscal Solvency	Positive net worth
Communications	Website and email communication standards revised
Association Documents	Current Bylaws, Financials (990 or 990EZ), Incorporation documents, and annual meeting minutes
Representation	Attendance at the Workshop, the Associations Committee, and at least eight (8) delegates at the USATF Annual Meeting with hardship exceptions
Coaches Ed	One Level 1 school each Olympiad



Treasurer Report-February 20, 2013

Deposits

Officials	\$700
Awards	\$160
Memberships	<u>\$4,477</u>
Total	\$5,337

Checks

ADM	\$17,774.96
HP	\$2,735.57
LDR	\$250
Officials	\$459.11
Youth	<u>\$4,351.34</u>
Total	\$25,570.98

Financial Secretary's Report January 2013

My report this month will be lite since some of my entries may need adjustments to other areas.

It is mandatory to use the Deposit Distribution Report when making deposits to ensure proper credit is given to the right committee.

I will need some more assistance on understanding sanction fees, memberships and how the money is dividend between the committees.

Bank account:

Balance ending on 12/31/12

Balance as of 12/1/12 \$62653.99

8 deposits and other credits \$8,536.83

26 checks and other debits \$15,293.42

Balance \$55,897.40

Balance ending on 01/31/13

Balance as of 01/01/13 \$55,897.40

20 deposits and other credits \$9,145.00

52 checks and other debits \$19,695.59

Balance \$45,346.81

Difference between vouchers approved is (\$98.68) approved vouchers total was \$19,596.61

Vanguard Dividends & Distributions 2012

Dividend Growth Fund

\$375.29

500 Index Fund ADM

\$362.83

REVENUE	-2011-	-2012-	-2012-	-2013-	-2013-
	Actual	Budget	Actual	Budget	Actual
	as of 12/31		as of 8/21		as of 01/31
Administration:					
Awards Luncheon	2975.00	2000	2035.00	2035	1580.00
Investment Interest	1193.42	1200	788.18	1000	
Coaching Education					
Miscellaneous					
National Sanction Fee Inflow	47885.00		44990.00	40990	5985.00
Third Party Insurance Inflow	90.00		150.00	150	
Coach Background Screening inflow					
Workshop Inflow					
Total Administration	52,143.42	3,200	47,943.16	44,175	7,545.00
High Performance:					
Individual Membership (675 * \$20.00)	29692.00	18000	27500.00		
Organization Membership (X * \$50)	550.00	700	625.00		
Sanctions (X * \$35)	945.00	700	830.00		
Indoor T&F Meets					
Outdoor T&F Meets					
Outdoor XC Meets					
Total High Performance	31,187.00	17,400	28,955.00	24,950	0.00
Long Distance Running:					
Individual Membership (500 * \$20)	24156.00	14500	24600.00		
Organization Membership (X * \$50)	2880.00	4100	3925.00		
Sanctions (X * \$35)	12635.00	11885	12850.00		
Miscellaneous					
Total Long Distance Running	39,671.00	30,485	41,375.00	30,485	0.00
OFFICIALS:					
Certification Fees (X * \$15)	2144.00	4875	1170.00		650.00
Clinic Fees					
Equipment Rental					
Individual Membership (150 * \$20.00)	5828.90	4500	5075.00		200.00
Merchandise Sales:					
Officials' Clothing					
Rule Books	630.00	150	150.00		
Miscellaneous			315.00		
Total Officials	8,602.90	9,525	6,710.00	9,675	850.00
Youth Athletics:					
Individual Membership (700 * \$20)	20079.00	25000	32475.00		
Organization Membership (X * \$50)	1100.00	1200	975.00		
Sanctions (X * \$35)	1325.00	650	2185.00		
XC Series:	315.00	200			
Indoor Series:	1200.00		1915.00		
Outdoor Series:	3882.00	7500	11666.00		
JO Advancement Fees			9356.75		
Region 2 JO Championship		15000	30412.00		0.00
Miscellaneous					
Total Youth Athletics	27,901.00	49,550	88,984.75	48,200	0.00
Total Revenue	159,505.32	110,160	213,967.91	157,485	8,395.00

Mid-Atlantic Association Executive Meeting Report Feb. 20, 2013 – Long Distance Running Committee

- 1) The LDR committee will hold its first meeting of the year on March 18th

- 2) 2013 Goals and Objectives will be discussed at the first LDR meeting of the year
 1. Increased Transparency – utilized the LDR website, Newsletter and facebook to share LDR documents, etc.
 2. Increased LDR membership by 34% and club membership by 8% per year (see chart below)
 3. Supported the development of our post-collegiate runners through the ADP Program and USATF Club Cross Country Championships travel stipend
 4. Continued to support our constituents and clubs through offering three Series (Grand Prix/Road, Off-Road and Cross Country) and the new Mid-Atlantic USATF Club Travel Grant program

	2009 Results	2010 Goals	2010 Actual	% of Goal	2011 Goals	2011 Actual	2012 Goal	2012 Actual	2013 Goal
Club	55	58	79	136%	83	82	85	92 = 108%	TBD
Individual	714	821	879	107%	928	967	1000	1342 = 134%	1400

3) Sanctions Fee (Race Liability Insurance) updates:
 Respectfully, the Long Distance Running Committee opposes increasing the Association Sanctions fees in 2013.

Rationale:

Sanction Fees:

- o USATF National may be revising their Sanction policy in 2013. They have expressed concern over the lack of uniformity across the fees associations are charging
- o The number LDR Sanctions are increasing so revenue will continue to grow
- o The Mid-Atlantic Association doesn't need the revenue from Sanctions
- o The Associations existing Sanction fees are higher than the bordering Associations

Club Membership - Member Discounts:

- o Mid-Atlantic offers significant Sanction discounts to organizations that join the Association as a Club. *Approximately 59 or our 93 2012 Mid-Atlantic Clubs were not actual T&F or Running Clubs but Organizations registering as a Club to receive a Sanction discount*
- o In the near future, National may restrict Associations from discounting sanctions by more than \$50 for a Club
- o This will not have a financial impact on the Association. However our Club membership numbers will drop

Recommendation: In an effort to offer transparency to our Membership, Clubs and local race organizations, I propose we develop a plan/strategy/justification for how the Association uses its Sanction revenue.

For example:

- Youth Sanction fees (\$2185 in 2012) to fund Association sponsored Youth meets
- HP Sanction fees (\$1445 in 2012) to fund Association sponsored HP meets
- LDR Sanction fees f(\$15,125) fund to LDR Club awards (as in the past) AND include Membership administration (I feel this is fair because the bulk of the Sanctions are LDR related and I am certain they take up a lot of the Membership Chairs time)
Host a National level championship every four years
- Offer Youth Grants

4) Other business

- 2014 USATF National Club Cross Country Championships sponsorship Letter of Agreement was signed by the LOC as well as the Association in December, 2012
- Can we change the photo's on our website? The existing photo's have been up for three years. Feature an HP, Youth and LDR athlete.

Respectfully submitted by,
Robin Jefferis
USATF Mid-Atlantic, LDR Chair

Mid-Atlantic Youth

Youth will have the following meets for 2013:

- **Indoor Meet:** January 20, 2013 at Widener University
- **Developmental Meet-**April 13, 2013 at Edison Field
- **Association Meet-**June 22nd and 23rd at Widener University
- **Region 2-** July 11-14, 2013, @ Strider Field Jamestown, NY
- **National JO Championship-**July 22-28, 2013 at N. Carolina A&T University-Greensboro, NC
- **XC-**November 9 at Belmont Park in Philadelphia
- **Region 2 XC-November 23, at Central USA**
- **National XC-**December 14, at Shooting Complex San Antonio, Tx

2014 Schedule:

- **Indoor Meet:** January 19, 2014, @ Widener University
- **Developmental Meet: ?**
- **Association Meet:** June 21-22, 2014, @ Widener University
- **Region 2:** July 1-6, 2014 (Central USA)
- **National JO Championship:** July 21-27, 2014 (Central USA)
- **2014 XC:** Association -November 8, 2014;
- **Region 2 XC- November 22, 2014 (Mid-Atlantic)!!!!!!!!!!**
- **National XC-**December 13, 2014 (East Cost)

Respectfully submitted,

Nelson Berrios
Youth Chair

MEMBERSHIP AND SANCTIONS REPORT

2013 Membership as of February 20, 2013 is 1453.

We have 78 Clubs registered for 2013.

Clubs awaiting approval due to background checks are:

456 Flight TC

457 Bison Vault Club

104 Judah Elite Track & Field Club

I have issued 79 Sanctions for 2013 and 1 waiting to be processed.

We had one check returned for insufficient funds in the amount of \$220. It was for a sanction issued for a race on 2/16/2013.

Submitted by:

Doreen McCoubrie

Sanctions and Membership

Officials Committee Report For 20 February, 2013

- Certifications / Re-certifications
 - Recertification is progressing. The deadline to recertify is March 31, 2013.
 - Receiving the ID cards from the national committee has been slowed by volume nationwide.
 - Two officials requesting upgrades: Mark Armstrong, Jim Aylsworth.
 - Rule books are pre-ordered to supply certified and re-certified with rule books.

- Clinics
 - Modifications to the Penn Relays Clinic are ongoing. We're creating a time friendly curriculum and a pre-registration program to help the new prospective officials become certified.
 - We have launched on MAUSATF website links for those who want to become a certified official. Please see the website.
 - We are preparing to launch links to local track & field organizational websites, plus local advertisement such as hand outs at local indoor youth meets and PIAA rules meetings.
 - The Penn State clinic was a big success this year with over 40 attendees and 20-plus new certifications as of this date.

- Annual meeting scheduled for March 17, 2013
 - Mr. & Mrs. Krsak have confirmed our speaking engagement and for all intent and purpose will be the guest speakers.
 - The officials committee has purchased with the approval of the executive committee a power point projector to be used during clinics, annual meetings and such. The use of the projector is for Mid-Atlantic committee operations only, therefore it will be made available to all committees.

- Officials Budget
 - Thus far we are well within our budget and should exceed projected revenue with this year being a re-certification year.

- New business
 - None

Communications report
Paul Spencer
Mid-Atlantic Association
Feb. 20, 2013

Newsletter

The December 2012 newsletter was delayed until January 2013 in order to include reports from the USATF annual meeting.

The March 2013 issue is ready to go, awaiting signoff to go early from the Executive Committee.

Thank you to Robin Jefferis and Ed Maher for their outstanding Norm Green tribute brochure, which made a great cover for the new issue.

Website

The web pages for Officers, Committees and Contacts have been updated to reflect the outcome of the elections.

The Membership page has been rewritten to be clearer and simpler. All links to the individual membership application now point to a single document. Other versions of the application have been eliminated.

The Officials Certification page has been updated by Earl Edwards to detail the process for recertification.

Since Jan. 1, 14 news items and 13 new documents have been posted.

The delegate reports from the 2012 USATF annual meeting have been compiled into a single file, indexed, and posted.

The three page-topper photos have been updated with recent photos. (They photos weren't intended to be news pictures, just representative of the association's activities, but could be updated more frequently if the Executive Committee so chooses.)