

USATF Mid-Atlantic Association Quarterly Meeting

December 18, 2013

Severance Room, Villanova University

Attending: Cynthia Young, Earl Edwards, Paul Spencer, Paul Isaac

President Cynthia Young called the meeting to order at 7:34 p.m.

President's Report: President Cynthia Young reported on several developments:

1. She congratulated the Executive and Membership Committees for receiving the USATF national award for Most Improved Membership Service.
2. She indicated that the Executive Committee will deal with the 2014 budget in an upcoming teleconference.
3. She reported that USATF is working to automate the association accreditation process.
4. She announced that the Association Administration Co-op Pilot Program will become a regular program and the Mid-Atlantic Association will participate. In this program, a number of associations "share" a staff member at the national office, including weekly conference calls to handle areas of deficiency and-or concerns. The associations contribute \$2 per member to participate. Cynthia said the staff member has already put out a number of fires on our behalf.
5. She said the High Performance Committee has indicated that no club has bid to host the Indoor Championship this year. Also, the committee may run the Outdoor Championship itself unless a club steps up.

Financial Secretary's Report: Annette White's report, as well as her Expense Report and Budget Report, are attached.

Long Distance Running Report: The Executive Committee has received a letter from acting LDR Chair Robin Jefferis stating that she is unable to dedicate the 10 to 15 hours a week required to do the job. As a temporary solution, beginning on Jan. 1, 2014, the LDR Series managers will manage the LDR committee jointly. Ed Maher will manage the Grand Prix series, Ted and Diane Hardies will manage the Off-Road series, and Dave Thomas and Robin will manage the Cross Country series and the National Club XC Championships. Her letter and report on other LDR business is attached.

Officials Committee Report: Earl Edwards' report is attached. The Officials Committee's Annual Meeting will be on March 16.

No other reports were submitted.

New Business: Secretary Paul Spencer submitted a proposal to allocate membership revenue to the sports committees. The proposal is attached. Consideration was deferred.

The meeting was adjourned at 8:50 p.m.

LDR Committee Report
Submitted by Robin Jefferis

Members of the Executive Committee,

I apologize for not attending the Association meeting. I am in Minneapolis this week on business.

As many of you are aware, I have served on the LDR committee since 1995 and been serving as “acting” LDR Chair for the past two years. I attempted to resign in 2012, but my replacement resigned within a month due to unforeseeable work commitments.

I don't have the bandwidth to manage the requirements of my professional career as well as serve as LDR Chair. The position of LDR Chair requires someone with the ability to dedicate 10 to 15 hours a week to the job.

The LDR Committee has discussed my resignation on several occasions. The last being Monday, December 9th. Unfortunately, there is no member of the LDR committee willing to accept the position of LDR Chair. As a temporary solution, beginning on Jan. 1, 2014, the LDR Series managers will manage the LDR committee jointly.

- Ed Maher will manage the Grand Prix series
- Ted and Diane Hardies will manage the Off-Road series
- Dave Thomas and I will manage the Cross Country series and the National Club XC Championships.

The LDR Committee awaits communication from the Executive Committee on how to proceed with communications, Payment Voucher processing, financial reporting, etc..

Other Business:

USATF National Club Cross Country

In 2012 I made a commitment to serve as a liaison between the USATF National Club Cross Country Championship LOC, the Mid-Atlantic Association and the USATF National Office. I intend honor this commitment.

LDR Awards

I will continue to coordinate the procurement, tagging and distribution of the 130+ LDR awards for 2013 Series.

Mid-Atlantic Annual Luncheon brochure

On Monday, December 9th I sent an e-mail offering to coordinate the type and print the Awards Luncheon brochure. I have not received a response from anyone on that e-mail. If this is something the Executive Committee wants me to execute, I need to confirm you/we are aligned on the content delivery dates, content format, review process and approval dates to meet the print deadline. If there is no alignment, I can't manage the development and printing of the brochure.

Mid-Atlantic and LDR Committee Finances

I submitted the 2014 LDR proposed budget in Oct. 27, 2013. This doc contained a forecast for LDR Sanctions and LDR “controllable” expenses.

The last Mid-Atlantic Association financial report (including backup) that I received was on August 21, 2012. This report was questionable. Thus, without 2012 and 2013 financials, I cannot complete the 2014 LDR budget forecast. As mentioned previously in numerous e-mails, the Executive Committee will have to align on a reporting method for Individual and Club membership and update/complete the LDR 2014 Budget template.

Respectfully submitted by,
Robin Jefferis

Financial Secretary's Report
Submitted by Annette White

Ladies and Gentlemen,

I will not be there today my building has the Norovirus and I choose not to come around all of you as a precaution. Here are my numbers if anyone has questions please email me with them and I am available this weekend to talk.

One question does the \$248.00 get split between HP and LDR or does all go to just one for the USATF tees and Master awards?

Membership numbers are broken up based on how the clubs signed up online with USATF. If it was a three ways between Y/HP/LDR it was given to HP/LDR only youth can hold there own.

The Expense Report and the Budget Report are attached.

Officials Committee Report
Submitted by Earl Edwards

The official's committee reports:

- **Certifications / Re-certifications**
 - Currently we have 184 certified officials based on the period starting April 2012 to 18 December 2013. Of that count 62 are Apprentice, 50 Association, 40 National and 32 Masters. By the end of December our total certified officials count will be 200
 - For the calendar year 2013 Josiah Novack, is the only transfer from Mid-Atlantic. Josiah is now associated with New Jersey association.
 - There will be 2 transfers into Mid-Atlantic when all particulars are done their names will be released.
- **Clinics**
 - Our last clinic for the year held at Penn State on December 14 was a success with 20 participants present, 5 of which became new officials
- **Annual meeting (post)**
 - March 16, 2014 will be the date for officials next annual
- **Officials Budget**
 - Our budget is strong and we should exceed projected revenue with this year being a re-certification year
 - 2014 budget is complete and ready for review
- **Old Business**
 - The committee has finalized forms for discipline upgrading waiting for L&L to complete its review before posting on website
- **New business**
 - No new business
- **Congratulations To Those Selected**
 - Earl Edwards (National & World Junior Championships), Jim Webb (Indoor Senior Championship), Monique White (Senior Outdoor & World Junior Championships), Kenneth Yerger (Senior Outdoor and World Junior Championships), and Cynthia Young (Senior Indoor Championship)
 - Earl Edwards for receiving the 2013 Chair Award from the National Officials Committee
- **MAUSATF 2013 Officials' Goals**
 - Stream line Penn Relays clinic ---**COMPLETED**
 - Increase membership by 70 members-----**68 NEW MEMBERS**
 - Increase communication via email and/or association website **ONGOING POSITIVE GROWTH**
 - Increase clinic participation **ONGOING POSITIVE GROWTH**
 - Increase clarity regarding upgrades ---- **COMPLETED POSTING DATE TBD**

PROPOSAL: Membership Revenue Allocation Policy (second draft)

Submitted by Paul Spencer, secretary

The allocation of membership revenue for the annual budget will be determined on Oct. 1 of the preceding year. Revenue will be allocated to the four committees in proportion to the number of members on that date (NOT the amount of revenue), according to the membership applications and the following criteria:

YOUTH: Any member who is 18 or younger on Dec. 31 of the current year. A youth member will count as two-thirds, because the youth membership fee is two-thirds of the adult fee.

OFFICIALS: Any member who designates he/she is an official.

HP: Any member who designates only HP sports (track, field, race walk).

LDR: Any member who designates only LDR sports (LDR, cross country, ultra-marathon, mountain/trail).

HP/LDR: Any member who designates both HP and LDR sports is counted as one-half for HP and one-half for LDR.

OTHERS: Any payment that doesn't fit the above categories is allocated to Youth.

Alternative for Officials

OFFICIALS: Any member who designates he/she is an official, and who also designates either HP or LDR sports, is counted one-half for Officials and one-half for either HP or LDR. If an official designates both HP and LDR sports, the member would be counted as one-third for Officials, one-third for HP and one-third for LDR.