

USATF Mid-Atlantic Association Quarterly Meeting

March 26, 2014

Severance Room, Villanova University

In attendance: Michael Hemsley, Annette White, Rogers Glispy, Earl Edwards, Bob Delambily, Paul Spencer

Vice President Hemsley called the meeting to order at 7:40 p.m.

Secretary's report: Paul Spencer's report is attached. He said we are awaiting an answer from the USATF national office about whether we have met the final accreditation requirement by designating the Citizens Bank Caesar Rodney Half Marathon and the Philadelphia Marathon as association championships. In any event, we have met the requirement for the future.

Treasurer's Report: The Net Worth Report is attached. Mike asked if it would be useful to compare year-to-date financial and membership numbers to the previous year or several years. Rogers said he agreed, but the statistics can be skewed by spikes in membership payments in Olympic years. Annette White said monthly payments from the national office are also irregular. Annette said our checking balance usually stays between \$45,000 and \$55,000.

Financial Secretary's Report: The Expense Report is attached. In reference to the 2014 budget, Annette said she will start adding the numbers for membership. She will talk with Nelson Berrios about updating the expense figures for Youth Athletics, including the Region 2 Cross Country Championships, which we will host. She said we also need to know from LDR our costs for the 2014 National Club Cross Country Championships, which we will host. Earl Edwards added that we need to know whether the officials' stipends will be paid by our association or the national office. Mike said he will review the contract for that information. Annette said the annual awards luncheon in January broke even, but we need to determine who should be "comped" for tickets in the future. She also said she will seek clarification from the national office about how payments for our liaison there are reported to us.

President's Report: No report.

Vice President's Report: No report.

High Performance: Rogers reported that the committee is working on the upcoming Outdoor Championships on June 8. He also said the Executive Committee needs to decide how many hurdles to buy. The eventual goal is to get a full set (eight lanes, with 10 hurdles each) so that we could host regional and national champs. He has received a quote for \$185 per hurdle or \$135 in bulk, with a full set for \$11,045. Rogers proposed purchasing two lanes (20 hurdles) this year. He said Widener University cannot contribute as hoped because our hurdles need to adjust from 27 to 36 inches high (for masters and youth athletes), but Widener needs 36 to 42 inches. Bob Delambily said some clubs might be willing to contribute. Mike concluded that we could make the decision in a conference call after resolving two issues – whether the height requirements might change soon, and how the equipment would be insured. Bob said he preferred that an

expenditure like this be paid from reserves, not the operating budget, because it is an investment by the association.

Long Distance Running: No report.

Youth Athletics: Nelson Berrios's report is attached. Annette White discussed some possibilities for increasing revenue or reducing expenses for the Region 2 Cross Country Championships at Belmont Park in November, such as a fund-raising spaghetti dinner, T-shirt sales or a discount in the city's fee for the park.

Membership: Doreen McCoubrie's report is attached. We have 1,901 individual members and 108 organization members and have issued 112 sanctions for 2014.

Budget and Finance: Bob Delambily's draft budget is attached. He said we still need numbers from Youth Athletics and Long Distance Running to complete the budget. He said that historically the three sports committees need to show revenue above expenses so that the difference can be "backed in" to support the Administration budget. For now, Bob and Cynthia have inserted estimates for the missing figures based on last year's actual revenue and expenses. Expenses that still need to be added include our payment for part-time assistance from a USATF national staff member.

Bob said expenses exceed revenue in the overall budget proposal by about \$26,000, mainly because of the proposed Youth Athletics budget. Bob said he believes revenue figures are missing from Youth Athletics, specifically for the Region 2 Championship. Paul questioned a proposed expense of \$20,700 for officials for the Cross Country Championships, but Bob said that figure is actually a total of expenses for the meet. Annette said there is no revenue figure for Junior Olympics advancement fees because we no longer receive those fees. Annette will discuss these issues with Nelson.

The committee discussed changing the budget development process in the future. The issue was raised by Earl Edwards and Rogers Glispy. A major theme was that we should categorize general revenues (such as membership fees) as association-wide, instead of attempting to attribute partial amounts to each committee. Rogers said each sports committee should submit a budget for its standard events each year, and then should submit any additional proposals for events or programs to the Executive Committee to approve or reject, a form of zero-based budgeting. Earl said the chairs should not have to be worried about protecting their own committees. Mike concluded by requesting that a new budget protocol be presented to the Executive Committee.

Coaching Education: Rogers said the recent Level 1 coaching school at Villanova was successful, with about 80 participants, and he hopes to continue the program at Villanova each year. He said a successful coaching education program would require a committee and a chair.

Awards: The church in Wayne, Pa., will no longer be available for the Annual Awards Luncheon. Cynthia is pursuing a new venue.

The meeting adjourned at 9:35 p.m.