

## USATF Mid-Atlantic Executive Committee Meeting

May 14, 2014

Conference call

**In attendance:** Cynthia Young, Annette White, Nelson Berrios, Earl Edwards, Doreen McCoubrie, A. Monique White, Paul Spencer

President Cynthia Young called the meeting to order at 7:40 p.m.

**Secretary:** Paul Spencer's report is attached. The report says that the association was denied accreditation because we did not hold championships for men's, women's and masters long distance running for distances between 20k and marathon in 2013. Paul said that issue has been resolved, and we are awaiting word from the National Office. Other committee members said there may also be an issue about race walk championships. Paul will contact Accreditation Committee chair Herb Nichols for more information.

**Treasurer:** No report

**Financial secretary:** Annette White's report is attached. Annette said the association has \$54,000 in the bank as of April. Regarding preparations for the Region 2 Youth Cross Country Championships in November, Annette said that no hotel has responded to our request for rooms. She also said she and a vendor will work out a deal for T-shirts for the event.

**President:** Cynthia said Robin Jefferis had raised the idea of acquiring a program to send text message blasts to inform members of urgent news. Cynthia said she had asked Kelsey Mims to look into it, and that the National Office responded that it will try to make such a program available to all associations. Cynthia also said the National Office no longer subsidizes purchases of tents with association logos.

**High Performance:** No report.

**Long Distance Running:** No report.

**Youth Athletics:** Nelson Berrios reported that the Youth Developmental Meet had been held on April 12. He said he is waiting to receive the contract from Widener University for the association Junior Olympics on June 21-22. Also, he is working on the Region 2 Youth Cross Country Championships on Nov. 22. The association championships two weeks earlier will serve as a "mini-practice" for the regional event.

**Membership:** Doreen McCoubrie's report is attached, showing 2,417 members, 116 clubs and 146 sanctions. Doreen noted she has received applications from a couple of new youth clubs with 60-70 members. Also, Doreen said she had a discussion with USATF membership manager Lori Bird, and the problem of getting New Jersey members transferred to our association won't be as serious as last year.

The committee discussed the issues involved in whether youth clubs and athletes participate in USATF or AAU events. Annette said some coaches choose AAU meets because they use single-year age divisions, while USATF uses two-year divisions, which make the competition harder for the younger competitors. Earl Edwards suggested using one-year divisions in developmental meets. Cynthia referred the idea to the Youth Athletics Committee.

**Coaching Education:** Monique White discussed using the Level 1 coaching education program at Villanova to engage coaches in our youth meets and other association programs. She also said coaching programs can now be posted on the USATF website two years in advance.

**Officials:** Earl Edwards reported that the Penn Relays clinic had eight participants, and that all are now certified officials. He said the clinic received rave reviews from the participants and the officials who worked with them later at the Relays. Earl said we are bringing in a master race walk official for the Open/Masters Outdoor Championships. He said he will send an email blast soon requesting officials for the National Cross Country Club Championships in November. The association now has 205 member officials, and four applications are pending.

**Awards:** Cynthia said the next Annual Awards Luncheon will be on Jan. 24, 2015, at the George Clay Hall in Conshohocken. She is accepting suggestions for a caterer.

New business:

**Referees:** Monique suggested that the association starting developing potential referees, who have very different duties from other officials.

**Grants:** Earl requested information on applying to USATF for a grant for equipment. Monique said the National Office is encouraging associations to apply for the grants.

The meeting adjourned at 8:40 p.m.

## Reports to Mid-Atlantic Executive Committee

May 14, 2014

### SECRETARY'S REPORT

Submitted by Paul Spencer

We were denied accreditation because we did not hold championships for men's, women's and masters long distance running for distances between 20k and marathon in 2013.

We became aware that we needed to designate such a championship in late February, and Ed Maher immediately got agreements to designate both the Caesar Rodney Half Marathon and the Philadelphia Marathon as championships for men, women and masters.

We notified the National Office of this in a "Correction Request Form" on March 3, before the March 31 deadline. However, on April 22, we received a notice that accreditation had been denied, with no further explanation. The notice said we should file a "Plan for Improvement."

I filed the "Plan for Improvement" later that day, stating that the plan had been completed on Feb. 26. I asked the National Office whether the association is now accredited and, if not, what further steps we should take. We have not received a response.

The "Plan for Improvement" is attached.

### COMMUNICATIONS REPORT

Submitted by Paul Spencer

#### DOMAIN REGISTRATION

The [www.mausatf.com](http://www.mausatf.com) domain has been renewed through May 25, 2015, at ReadyHosting, which also hosts our website. Our other domain, [www.mausatf.org](http://www.mausatf.org), is registered through another company. When it is scheduled for renewal in November, I hope to transfer it to ReadyHosting, which will complete the consolidation of our domain registration and hosting at one place.

#### WEB PAGE FOR CROSS COUNTRY CLUB CHAMPIONSHIPS

At Robin Jefferis' request, I redesigned the landing page for the 2014 National Cross Country Club Championships to include a navigation bar on the left side and a rotating "carousel" of photos at the top. Jill Forsythe, handles that page for the Local Organizing Committee, will activate the new page.

When time permits, I will add the photo carousel to the main home page, and update the photos each time a newsletter goes out.

#### NEWSLETTER

As usual, the latest newsletter is taking longer than expected, but should be posted by the end of this week. Fyi, a rough draft is attached, but the full rough draft for proofing is not ready yet.

## Association Plan for Improvement (PFI)

**Association:** Mid-Atlantic

**Original Submission Date:** January 29 (original submission) and March 3 (correction request form).

**Submitted By:** Paul Spencer

**Has the following PFI been approved by your Association Board?** The project has been completed. The board has been notified.

**Updated Date:** April 22, 2014

Important Notes:

- Your PFI must be submitted using the following template, type written, as an attachment to an email. Written responses or updates provided by phone, within emails not using this template will not be accepted.
- Your completed PFI is due July 1, 2014 to [accreditation@usatf.org](mailto:accreditation@usatf.org).
- Your updated PFI with completed status will be due no later September 1, 2014 to [accreditation@usatf.org](mailto:accreditation@usatf.org).
- When providing updates you must attach any supporting documentation on actions steps that have been accomplished/fulfilled or are in progress.
- All questions regarding Accreditation Standards should be submitted to the Association Accreditation Subcommittee.

<b>Accreditation Deficiency:</b> Championships <b>Goal:</b> Meet the requirement of conducting LDR championships for 20 km to marathon distance. (The requirement has already been met.)				
Description of Project	Implementation Action Steps	Person Responsible	Project Deadline	Status
Add association championship designations for men's, women's and masters long distance running at distances of 20 kilometers to marathon.	1. Obtain agreement from the Philadelphia Marathon and the Citizens Bank Caesar Rodney Half Marathon that those two races will be official association championships for men, women and masters. 2. Add this designation to the association's notice of races in the Grand Prix Circuit. 3. Submit this information to USATF.	Paul Spencer	<b>Project was completed on Feb. 26. USATF was notified March 3</b> in a Correction Request form that the requirement had been met. USATF acknowledged receipt of the form.	Mid-Atlantic has added six championships, not just two, for a total of 31, including 10 that are not required. Three of the added championships have already been conducted this year. We don't know why this requirement would be considered incomplete. <b>Please advise.</b>

# **MEMBERSHIP AND SANCTIONS REPORT**

2014 Membership as of May 14, 2014 is 2417.

We have 116 Clubs registered for 2014.

I have issued 146 Sanctions for 2014.

Submitted by: Doreen McCoubrie

Membership & Sanction Chair

2014

		JAN				
CY	8-Jan	ADM	MAUSATF Luncheon	\$ 400.00	Central Baptist Church	
DM	29-Jan	ADM	Fax line	\$ 119.88	Doreen McCoubrie	
CY	29-Jan	ADM	Caterer	\$ 1,581.00	Bause Catered Event Inc	
RJ	31-Jan	ADM	Luncheon Program	\$ 50.88	Robin Jefferis	\$ 2,151.76
RJ	8-Jan	LDR	LDR Grand Prix	\$ 700.00	Athens TC	
RJ	8-Jan	LDR	LDR Grand Prix	\$ 1,000.00	Bryn Mawr running Company	
RJ	8-Jan	LDR	LDR Grand Prix	\$ 50.00	Downingtown TC	
RJ	8-Jan	LDR	LDR Grand Prix	\$ 500.00	Greater Phila TC	
RJ	8-Jan	LDR	LDR Grand Prix	\$ 50.00	Keystone TC	
RJ	8-Jan	LDR	LDR Grand Prix	\$ 75.00	Moorestown TC	
RJ	8-Jan	LDR	LDR Grand Prix	\$ 300.00	Pike Creek RC	
RJ	8-Jan	LDR	LDR	\$ 100.00	Pineland Striders TC	
RJ	8-Jan	LDR	LDR Grand Prix	\$ 200.00	South Jersey AC	
RJ	8-Jan	LDR	LDR Grand Prix	\$ 50.00	TNT	
RJ	8-Jan	LDR	LDR Off Road	\$ 500.00	Greater Phila TC	
RJ	8-Jan	LDR	LDR Off Road	\$ 200.00	Pineland Striders TC	
RJ	8-Jan	LDR	LDR Off Road	\$ 300.00	Pike Creek RC	
RJ	8-Jan	LDR	LDR Off Road	\$ 400.00	Rosemont RC	
RJ	29-Jan	LDR	Postage	\$ 11.88	Robin Jefferis	
RJ	31-Jan	LDR	LDR plaques	\$ 150.00	Robin Jefferis	\$ 4,386.88
NB	13-Jan	YC	Faculty rental	\$ 1,700.00	Widener University	
NB	13-Jan	YC	timer	\$ 1,000.00	Marc Logue	
NB	13-Jan	YC	Student helpers	\$ 300.00	Kevin Cunningham	
NB	21-Jan	YC	milage/labels	\$ 94.87	Nelson Bernios Sr	
NB	23-Jan	YC	Trainer	\$ 225.00	J Greene	
NB	23-Jan	YC	officials meals/ice	\$ 258.85	Annette White	
NB	23-Jan	YC	Officials stipend	\$ 1,820.00	28 officials	\$ 3,398.72
		JAN	GRAND TOTALS			\$ 12,137.36
		FEB				
RG	24-Feb	HP	Sanction	\$ 125.00	USATF National office	
RJ	4-Feb	LDR	PHONE/FAK/PLUS	\$ 87.30	Robin Jefferis	
EE	3-Feb	OC	Certification	\$ 105.00	USATF Officials	
EE	9-Feb	OC	Postage/awards/supplies	\$ 270.50	Earl Edwards	\$ 375.50
		FEB	GRAND TOTALS			\$ 387.80
		MAR				
CY	12-Mar	ADM	2013 Conv Breakfast	\$ 723.52	USATF National office	
PS	26-Mar	ADM	Newsletter/postage	\$ 1,007.28	Paul Spencer	
PS	26-Mar	ADM	web hosting	\$ 113.88	Paul Spencer	\$ 1,844.68
EE	24-Mar	OC	USATF rule books	\$ 257.69	Earl Edwards	
NB	17-Mar	YC	Hip numbers	\$ 95.95	Marc Logue	
		MAR	GRAND TOTALS			\$ 2,198.32
		APR				
CY	10-Apr	ADM	Executive Committee	\$ 184.87	Earl Edwards	
CY	20-Apr	ADM	Awards luncheon Dep.	\$ 250.00	Geo. Clay Fire Co	
AW	APR	ADM	Bounce check/fee	\$ 85.00	Gina Lainer	fees owed \$ 519.87
RG	APR	HP	Faculty rental Masters	\$ 1,700.00	Widener University	\$ 1,700.00
EE	10-Apr	OC	Speaker stipenend	\$ 300.00	Tom McTaggart	
EE	10-Apr	OC	Speaker stipenend	\$ 220.00	Roger Burbage	
EE	10-Apr	OC	Speakers dinner	\$ 184.87	Earl Edwards	
EE	10-Apr	OC	fruit trays	\$ 60.00	Earl Edwards	
EE	10-Apr	OC	Bereavement flowers	\$ 115.00	Earl Edwards	
EE	20-Apr	OC	NCAA Rules Book	\$ 97.90	Earl Edwards	\$ 977.77
AW	15-Apr	YC	.22 Blank Shells	\$ 457.92	Kelly's Sport	
AW	20-Apr	YC	Officials stipenend	\$ 1,350.00	varies officials see list	
NB	20-Apr	YC	Trainer	\$ 175.00	J Greene	
AW	20-Apr	YC	Timer	\$ 1,100.00	Marc Logue	\$ 3,082.92
		MAR	GRAND TOTALS			\$ 6,280.56
		MAY				
CY	5-May	ADM	Lanyards	\$ 595.00	TJM Promotions	
CY	7-May	ADM	Admin Fees	\$ 3,500.00	Doreen McCoubrie	\$ 4,095.00
RJ	12-May	LDR	ADP Travel stipenend	\$ 200.00	K. O'Regan	
RJ	12-May	LDR	Phone/Fax/Plus	\$ 63.79	Robin Jefferis	\$ 263.79
AW	7-May	YC	.32 Blank Shells	\$ 423.57	LC Promotions	
NB	3-May	YC	Bib numbers	\$ 107.18	Nelson Bernios Sr	\$ 530.75
		MAR	GRAND TOTALS			\$ 4,889.54