

ANNUAL MEETING SITES

The USATF Annual Meeting sites through 2006 are:

2003 – Greensboro, NC

2004 – Portland, OR

2005 – Jacksonville, FL

The 2006 site had 25 cities bidding for the honor. Fresno, CA and St. Louis, MO were serious contenders. Fresno, CA will host the 2006 Annual Meeting from Nov. 29th through December 3rd, concluding on Sunday.

SAVINGS RESOLUTIONS

Secretary Hickman read the customary Savings Resolution for the good of the order:

- ÿ that USA Track & Field approve the acts and actions of the national officers and the Board of Directors from the previous year,
- ÿ that the standard bank resolutions be approved for opening, closing and changing signatures on bank accounts and signing notes; and
- ÿ that such resolutions are made an official part of the minutes.

These resolutions were *moved, seconded and approved* by voice vote without dissent.

CLOSING

President Roe announced that we have two retiring chairs, PattiSue Plumer from AAC and Carol McLatchie from Women's Long Distance Running. He thanked them for all of their time and energy and work in their committees for USATF.

Roe also extended his thanks for those who voted for him to receive the Giegengack Award. He expressed that this was one of the rare times that he has been speechless.

CEO, Craig Masback, thanked Shawn Love and his association members for all of their efforts during this Annual Meeting. The Missouri Valley Association set a new standard of excellence for the Annual Meetings to come.

At this time Masback brought up the USATF staff to be introduced and acknowledged their hard work all through the year. The applause was overwhelming.

A motion to adjourn was called for by President Roe, received, and seconded by half of the assembled delegates.

Respectfully Submitted,

Darlene Hickman
USATF Secretary

Board Of Directors

Audit Committee

Present: Curt Clausen Ed Koch, Bill Nault, Mary Stroud and Ken Taylor.

Guests: Lindon Carter (Open Session), Bill Roe, David Greifinger and Jim Elias.

Staff Support: Gina Miller called in.

NEXT AUDIT COMMITTEE MEETING (PROBABLY A CONFERENCE CALL) MAY 8,9,10, OR 11, 2003.

Agenda 1: Jim reviewed the January 1 through October 31, 2002 financial statements. It appears that USA T&F will exceed their budgeted 2002 Net Income of \$200,000.

Agenda 2: Earnst & Young will complete their actual audit work applicable to the 2002 financials around mid-April, 2003.

Agenda 3: USOC will audit 2002 payments sometime during the summer of 2003. They audit every other year.

Agenda 4: The Committee, in closed session, reviewed six probable Conflict of Interests (COI) questionnaires. Letters will be sent to those members, who have conflicts that explain what their responsibilities are under the COI Policy.

The Committee also discussed and revised several procedures:

The Committee will review all completed COI questionnaires and, when applicable, write corrective action letters for USA T&F Counsel, David Greifinger to sign out with CC's to Bill Roe and the Audit Committee Chairperson Pete Rhinehart. Any proposed changes to the letters must be discussed with the Audit Committee.

All proposed changes to the COI Statement must be discussed with the Audit Committee prior to Board approval.

Pete and Gina will establish the calendar for the 2003 COI distribution.

The Committee also discussed what steps were needed to obtain the three missing COI questionnaires. Jim and David said they would find the members and have them sign the forms.

(Pete made a side note to clarify "Nominal Value")

Budget Committee

December 5, 2002 meeting

Present: Ed Koch, Mary Stroud, Bill Nault, Pete Rinehart, Curt Clausen, and Chryste Gaines

Staff: Jim Elias, Gina Miller, and Debra Johnson.

The Committee heard appeals to the draft budget:

Sue Polansky, representing the Officials Committee asked for \$5,400 to be added to the Indoor Championships operations budget for "officials' support" (note: in addition to previously budgeted officials' support of \$8,000). Further, an additional \$35,000 was requested for Outdoor Championships along the same lines (in addition to approximately \$5,000 already plus local organizers' support in excess of \$15,000). Bill Nault moved to put the request on the contingent items list and the motion was approved by consensus.

Basil Honikman requested the Running USA support be listed as an Elite Athlete program given the nature of Running USA's use of USATF funds. The Committee agreed to this request (by consensus).

Pete Riegel, representing the Road Running Technical Council, asked for an additional \$4,000 to validate the Olympic Trials – Marathon course certifications. The Committee took the request under advisement and will seek to re-allocate unspent funds from other LDR or Events program lines to this activity. Passed by consensus.

Anne Timmons requested \$2,600 for Masters Cross Country oversight (4 meets, 1 person each). The Committee noted the relationships between the Masters LDR budget, Cross Country Council budget, and LDR Championships budget. It was determined that the LDR leadership could reallocate funds between these lines if desired, but any request for additional funds would be placed on the contingent items list. Passed by consensus. Barbara Chambers from the Disabled Committee noted her 2003 budget award would exclude athlete travel to events. The Committee reviewed past Disabled Committee spending and noted it left its budget award level with prior awards even when the past awards was not fully utilized. The Budget Committee also noted any athlete travel should be awarded through athlete support programs. Passed by consensus.

Norm Green, Chair of Masters LDR Committee, furthered the discussion regarding the Masters Cross Country request made by Anne Timmons. The Budget Committee took no further action on this matter. In addition, Norm advised the Budget Committee regarding the Board of Directors budget policy regarding travel for

non-voting Board members. The Budget Committee will refer this item to the Board.

Ivan Cropper, Director of Marketing, requested further consideration for the brand building campaign, especially in light of its prominence on the Strategic Plan. The Committee agreed this was important and planned to elevate its status on the contingent items list.

Boo Schexnayder and Al Schmidt from the Coaching Education Committee addressed the committee and discussed the economics for those programs. It was determined that the Coaching Education Committee develop a business plan that includes revenue development and makes a concerted effort to break even in 2004. Jim Elias and Boo Schexnayder will begin the business plan process in the Spring.

Dan Grimes, Chair of Men's LDR Committee, reviewed the economics of elite and grass roots LDR programs on the revenue and expense sides of the budget. The Committee agreed that several LDR programs also meet goals set in the USATF Strategic Plan's "Build the Brand" objective and results in increased membership revenue. Ed Koch noted the USATF Board to continue specific LDR relationships, notably the Running USA membership and athlete support.

The Budget Committee closed the meeting by reiterating its commitment to deficit reduction and aligning the budget to the Strategic Plan.

IAAF National Technical Officials Taskforce

Saturday, December 7, 2002
1 pm-2:30 pm

The meeting was called to order at 1:05 PM by the chair, George Kleeman. The following people were in attendance:

Committee Members: John Blackburn, Shirley Crowe, Bob Hersh, Jim Carlisle, George Kleeman, Bob Podkaminer, Eric Zemper.

Guests: Rex Harvey, Carroll DeWeese, Jerry Jenson, and Susan Petrelli

A meeting package was handed out by the chair, which consisted of the Agenda, the meeting notes for the Mobile Convention Meeting, which included the Proposal for NTO Certification at that time, the Memorandum of Discussion from the Outdoor Championships at Stanford in June and the Committee's Annual Meeting Report for 2002. The agenda for the meeting and the minutes from the meetings held at Mobile and Stanford were approved.

All action items from last year were completed before the initially scheduled test for June, 2002, so that a class could have been held. However, it was not since no applications received by the deadline.

The chair gave a brief summary of the first NTO Clinic and Test, which had been given on December 4th at the convention. There were four attendees and each passed. They were Tim Baker, Jerry Colman, John Drolla and Rex Harvey. As a result of work by Bob Podkaminer with the help of John Chaplin, all of the referees and people serving as NTOs for the National Outdoor Championships will be certified by that time. As a consequence the second clinic and test will be held at Stanford on the day before the start of the championships. Early indications are that there will be at least 4 and possibly more candidates attending. Feedback on the course was it was intensive and required adequate preparation in order to take the test. The test will be shortened slightly and the questions made less arduous; i.e., fewer people in questions on heats and flights. The exam portion took two to two and one-half hours. It will be shortened by at least 20 minutes. A few questions will be rewritten to be less ambiguous. Overall it was felt to be a detailed but fair test. Students were graded on their contributions during the class, the written test and three oral questions. Because the course was held in conjunction with the convention the cost was held to about \$580 since the meeting room was free and we used one of our rooms for the oral sessions.

Under new business we discussed having just two exams in 2003, one at Stanford and one before the convention, since the demand has not been that great. Presently we have 6 candidates who have express interest. George will write up and submit another article to the Officials Newsletter for the January issue that will restate the requirements to become an NTO and the job responsibilities. The fact that the position is now listed in the Officials section of the Rulebook should help in getting the word out that the position exists. Now that we have named 4 new NTOs and there is a confirmed plan to use up to 11 at the National Outdoors, it should help in getting more candidates.

There was some discussion about how to determine the candidate list for the next ATO exam. George said that this committee would make recommendations to the IAAF. Unless there is some unforeseen problem, he plans to include the names of all of the current ATOs plus the highest rated NTOs on the NTO list. The number that will be allowed is unknown. Bob Hersh said that he expected the next ATO course will be held in 2004 and the next ITO exam in 2005. The IAAF has decided they plan to test ITOs every 4 years.

There was a brief discussion about feedback gotten from the Women's Committee during the Rule's Committee discussion of the NTO position. There is a perception that there was a problem with a NTO (actually it would

have been an ATO) at the NACAC under 25 Meet at San Antonio this summer. No one was sure what the problem was other than the feeling that one ITO was imposing too much control. Jim Carlisle took an action item is following up to get more details.

In talking with Bill Roe following the convention, George and Bill agreed that the task force should remain the same as a separate task force with the same membership at least into the next Olympiad.

Action Plan:

Committee members to submit any new written exam questions to George Kleeman by the middle of February.

Committee members to submit any new oral exam questions to Eric Zemper by the middle of February.

Jim Carlisle to follow-up with Stephanie Hightower as to the problem that was perceived.

George Kleeman to update both written exams and answers to improve them.

Eric Zemper to develop three lists of oral questions, one on track, one on field and one general and send them out for review by the committee by early February. Responses would be due back by the middle of February.

Goals:

Minor Revamp of Clinic and Tests as result of feedback.

Hold two NTO courses during 2003, Bob Podkaminer to be in charge of one at Stanford and need volunteer for one in Greensboro.

Eric Zemper to set up schedule for NTO/ATO usage at Stanford this summer.

The meeting was adjourned at 2:30 p.m.

George Kleeman