

AEC Executive Session

Wednesday, November 30, 2005

The General Competition Division meeting will be tomorrow morning at 8.

The name of the committee will soon change to Grass Root Division if L & L approves the name change. The main topic will be the membership fee increase. We need to show need and how it will benefit the membership. Masters wants the fee to increase while the youth committee wants no increase.

Need to talk up the meeting to get people involved in the discussions.

Tonight at the opening session it will be announced that the USATF web site will be housing a new link called America's Running Routes. This is an idea that Alan had and he got support for it from Craig, Bill, Andy, Keith Lively and Jim Estes. You can trace your route, put mile markers in along with water stops. It will measure only somewhat accurately due to its inability to measure elevations. It will allow you to put in information about the route you use. Hotels and organizations will be asked to put their maps online for visitors to use. It will remain as a public domain site to get the public interested and Andy believes we are on the cutting edge. Other organizations would be posting the same type of site soon so we have to be first. The logo posted on the USATF main page will take you directly to the map site.

The Stretch Study is moving slowly due to the complex nature of the study. We need to obtain approval from an Institutional Review Board to ensure that the study takes proper care of participants. It is medical research on human subjects so there are many safeguards and the laws are quite strict. It appears that we will be able to launch it in the spring and possibly earlier.

Item 28 from L & L - Question is how many race courses are accurate and get certified. Just because the course is sanctioned doesn't mean it is certified and accurate. Course measurement certification clinics should be held to generate more course measurers and the system should allow them to move through the ranks and eventually reach the level of course certifier. There are not many certifiers and how do they handle getting certified people. George Regan has the complete write up and will make copies of the item available. George did read a portion of the item on the table of L & L. Andy stated that he believes that the item will be tabled with a year of discussion. However the credibility of USATF is at stake with this item in the eyes of many. George suggested that Alan meet with Fred Fink, Kevin Lucas and others from the LDR community to avoid the tabling of this issue.

Accreditation information was provided by Harry. There are 3 associations who are currently at the "suspension of voting" level. They are Wyoming, Snake River and Tennessee.

A 3-month Runner's World subscription will be offered as a member benefit.

Agenda for the afternoon session:

- Restructure of the Board
- Re-vote of Secretary – we need to improve the method of review of a dispute of the election.
- L & L Packet - #22, #28, #39, #49 - #52, #57-64

- Background Checks
- General Competition Division – who should be part of the committee.
- Committee Sessions – agenda
- Zone Meetings

AEC Committee continued

Alan brought up the consulting report about USATF from the USOC. However the report although glowing wants to eliminate constituency-based representation from the Board. This needs to have discussion for the next year. It is not urgent that we need to worry about the restructure of the Board. This has been tabled for the current year

Currently the officials and associations have an unofficial representative to each other's committee. Officials are currently in the process of making their representative official. Karen made a motion to make the Associations Committee's representative to the Officials Committee an official position. Harry seconded the motion and it was accepted by the AEC to be ratified by the general session.

Scott Erwin has the challenge to put before L & L an amendment for a voting position for an Associations Committee's rep on sport committees for voting purposes.

Re-vote of the national Secretary election - there are mixed opinions and L & L will now handle the issue at noon tomorrow. There are varied opinions on the USATF bylaws and how to make them retroactive to last year. There are personality issues and the issue has become hostile. The vote would possibly be handled on Sunday morning to see if we will hold another vote.

There will be a 6-person volunteer pool at the national level to make final decisions on those individuals who protest after having background checks that are not acceptable. The hope is to have one athlete and one attorney for each 3-person panel to ensure fair decision-making. We see a crunch in early spring once clubs have registered and have submitted names. Each panel member will also under go a background check prior to being allowed to serve. We must now implement the program by making this voluntary in 2006 and mandatory in 2007.

Some associations do not want to participate but you can hire an outside person to handle the background checks using the program. Each association should consider using the recommended program and know that they may need to consider using additional resources for those areas where the online service is not available.

Andy stated his concerns about DWI or DUI offenses and the concern that it may be costing the association additional dollars to find and handle these offenses.

We cannot catch everything and everyone who has offenses on our checklist. We see this as a deterrent to those who have been convicted. Andy has posted all of the information online in the Associations Resource Center.

Andy has additional information on the D & O insurance. This insurance is required with those using the background check process. We also have the D & O subsidy and December 30 is the deadline for associations to receive a subsidy.

The General Competition Division will likely soon become the Grass Roots Division. We need to create a structure for the Division Executive Committee since it belongs to three committees. The Association Chair holds the chair of the GCD. Alan is not planning to run for Associations Chair again next year. Bill Roe will decide if Alan should continue in the role of Chair of the GCD. Alan created task forces that are for the Division and he said he would like to continue in the role of Chair to continue activities that give the Division a real life.

A discussion of the structure of the division ensued. It was suggested that the officers of each committee may need to sit on the executive committee. Currently it would be approximately 16. It was stated that each committee provide one representative from each committee. Ruth proposed the number of 11, having 3 from each committee and we need to have at least 2 athletes with a quorum of 7. This was seconded and approved.

A new proposal from Ruth named 12 with 3 from each committee and 3 athletes with a quorum of 7 this was seconded and approved.

Katherine gave her report on member benefits. There are 6 new potential companies with 2 close to being ready to add to the program. All companies would provide discounts for members.

Katherine accepts applications for potential companies then performs background checks on them.

Shop 4 Zero – Clubs may pick up on it more than the associations. We will need to monitor the site to make sure that e-stores are not listed that sell banned substances. You can set up categories and easily eliminate those e-stores that are questionable. We would like to have Shop 4 Zero understand that we want to have standardized categories. Web masters can contact Linda Bommicino to get set up.

Pat Pretty talked to the coach's education process. The set of 6 DVD's with all the information is ready although Pat has not heard a great deal of information concerning the scoring process and the marketing of the product. Pat feels that additional information may be available during the Coaches Ed Executive Committee meeting tomorrow. We need to make sure that progress continues and the program soon is up and running.

The Level 2 classes have timing conflicts with the JO season and Pat stated he would take it to the committee tomorrow.

At the General Competition Division, Thursday, December 1 we have two hours 8 am to 10 am:

- Membership Fees for the first hour
- Background Checks for the second hour.

At the Association meeting, Thursday, December 1 we have two hours 10 am to 12 pm:

- D & O Insurance
- Summary of Background Checks
- Summary of Membership Fees
- Membership Promotion and Benefits

- L & L item #28 and possibility of others items

At the Association meeting, Friday, December 2 we have two hours 10 am to 12 pm:

- Session on the Good, Bad and the Ugly which needs to be shared.

At the General Competition Division Saturday, December 3 we have one hour 9 am to 10 am

- Facilities Access – need a chair which has high level expertise but give consideration to others who may have time and high level interest
- Proposed structure of the division

The Associations Committee Meeting Saturday, December 3 is divided into two sessions and will be dedicated to business meetings for both sessions - 4 hours being from 10 am to 12 pm and 4 pm to 6 pm

- Reports from the committees (3.5 hours)
- Zone meetings – championships (last 30 minutes)

Association General Meeting #1 - December 1, 2005

Alan called the meeting to order at 10:20 am

D&O Insurance:

The first item on the agenda was Mike Price, a representative from ESIX insurance company concerning the D&O insurance. Mike made a couple of comments on the use of background checks and their history of aiding organizations on the setup of background checks. The goal is getting started and the process will develop over time.

Glenn Winn was present as an expert on D&O insurance. Mike and Glenn will be available the remainder of the day to answer questions. A handout was provided to the group as Glenn stepped through the handout and how the D&O insurance works.

You can now purchase this insurance online, which will expedite the process for each Association. The handout provides the information needed to make the purchase online and get a quote that best suits your organization. They also answer the questions that all Associations need to know.

Glenn explained how the forms of payment work and they no longer require the signature of the President of an Association to purchase the insurance. The Treasurer of each Association can directly handle the purchase of the insurance. The clubs within an Association can also purchase this same insurance and to that end the clubs can be notified with a letter that will be constructed by ESIX to inform them of the coverage and then refer the clubs to the website.

Alan pointed out that Irene Herman has been appointed as the Chair of the Insurance Committee which is a committee of the Board of Directors.

A discussion ensued once the presentation was completed.

The D&O subsidy program is available for those Associations which are fully accredited, and have filed the appropriate paperwork such as the IRS 990 forms with the National Office. The rebate for these Associations is \$425.

If the Association has a provisional accreditation, the rebate is \$350.

Andy will provide a one-page document that will state how to apply for the rebate. To obtain the rebate for 2005, the request needs to be made prior to December 31 via the appropriate paperwork to Andy.

Consulting Report from USOC:

Alan showed the audience a consulting company's report called the Business Performance Plan which was prepared for both USATF and the USOC. It has glowing remarks for the effectiveness and efficiency of USATF operations and governance. Without any information in the report to show that governance changes are needed, it recommends reducing the size of the Board and eliminating constituency-based representation. Alan said he supports continuing the structure we now have and that the proposed changes would undermine the democratic process that we now use. He also said that there is a risk that changes of the Board structure would reduce the influence of grass roots on the Board.

Restructuring will begin this coming year. Alan said we need to be vigilant regarding restructuring of the Board. A group discussion ensued on their vision of the structure of the Board.

Membership Fee Summary:

Alan stated the Associations Committee has not taken a stand on the fee increases to date. The Board of Directors will make a decision on membership fees sometime in 2006. They are asking for feedback and input or additional options. Further discussions will occur on Friday. The need for additional services from the National Office will require more money.

It was stated that we have approximately 80,000 members this year and why shouldn't we be able to attract more of the 30 million runners out there? We have a very small percentage of the total runners in the United States as members, but it wouldn't take more than a small percentage jump in that to give us many more members.

Stretch Study:

Alan reviewed the technical issues of launching this study. There have never been studies of stretching done to show that pre-run stretching is beneficial or harmful in regard to injuries. It takes a large population to do such a study and the expectation is that we will get 5,000 to 10,000 volunteers during 2006 to be stretchers or non-stretchers for 3-month periods. When we finish the study, USATF will be the leader in this as we were in the Hydration study.

America's Running Routes:

Alan described this new USATF website service which was announced in the opening session the previous evening. He developed the idea for this over the summer and then got the USATF staff to help put it together. Andy Martin, Jim Estes and especially Webmaster Keith Lively were instrumental in making it happen. The running public will be invited to put their maps online and then

the database will be available to runners looking for routes to run when they travel or are new to an area.

Runner Rankings:

We hope to soon have runner rankings available to the running public on our website. This, like America's Running Routes and the Stretch Study are meant to give the public a new perception of USATF as an organization that is serving runners nationwide in a very meaningful way. The hope is that as people use these services and benefit from them, they will appreciate USATF that much more and might consider joining or purchasing our merchandise while they are on our website.

Benefit Package:

We have our package listed on the website and we continue to look for and process more benefits. Katherine Branch is our Membership Chair and she is currently working to increase the number of companies offering benefits. She described some of them that are currently being processed and will soon be on the USATF website.

Alan talked about the plans for the Sanctioned Event Benefit Program and Member Club Benefit Program that are just getting off the ground.

L & L Issues:

Alan invited discussion within the group on amendment proposal #28. The discussion revolved around Course Measurers and Course Certifiers and the number available to do the job. The amendment is intended to bring the system now operated by RRTC outside of the Associations into the Association realm.

We reviewed the remainder of the Association-related L & L items and whether or not we support their approval in L&L.

Alan went over the agenda for the remaining meetings for the week in both the General Competition Division and the Associations Committee meetings.

Alan opened the floor for the remaining time for questions or comments.

This business meeting is to be continued on Friday, December 2.

Association General Meeting #2 - December 2, 2005

Alan called the meeting to order at 10 am.

Shop 4 Zero was the first topic of discussion as Alan explained the 2% cash back to the Association/club. The shopper gets 3% cash back. When clubs join Shop4Zero through the Association, the club gets 2% cash back and the Association also gets 2% cash back. Alan urged Associations to sign up for this and to get the clubs to sign up so that we can all raise some funds during the Xmas shopping period.

The exercise for today's meeting is to discuss the good things about your Association and the frustrating items.

The first part of the exercise is to bring forth and discuss the achievements from each Association for which the Association is most proud.

Among the achievements the following had the most mention:

- Increased growth
- Increased programs
- Increase in LDR activity – race series
- Improved websites
- Translation in languages based on diverse population
- Disabled events

The following items were mentioned as key points of frustration:

- Facilities access (clearly the most dominant problem)
- Getting HS/College involved
- Lack of communication
- Getting people involved (new fresh blood)
- Sponsorships
- Getting clubs/individuals to the meetings
- Conflict in meet schedules
- Club bickering
- Poor websites
- Bylaws issues
- Personal agendas
- USATF website interactive and search capability
- Officials willingness to work meets locally

With facilities access being the number one frustration, Alan mentioned we have a Facilities Access Task Force and we're currently searching for a new qualified chair. We need to get this task force off the ground and operating. There are many reasons why this is an issue from cost, location and just not allowed to use the facility. We hope to have a survey available in the first part of 2006.

Scott Erwin joined the meeting to discuss an open L & L issue. Item #37 is concerning giving the authority to the USATF Board of Directors with input from the Associations Committee on increasing membership fees. Some discussion ensued with Scott being given the approval for the item.

Meeting to continue on Saturday at 10 am.

Association General Meeting #3 - December 3, 2005

Alan called the business meeting to order at 10:35 am

The Shop 4 Zero representatives are present for those who wish to talk with them outside the room.

Jeff Martin was introduced as the Chair of the National Screening Panel for the Child Protection Program. Jeff has been an attorney and judge. The intent is to have people on the Panel who have backgrounds that are related to the issue.

Our rep to the Coaches Education Committee is Pat Pretty who gave his report.

- 2 years ago we had friction with the Committee regarding Level I schools
- 2 years later we have a 6 disc DVD course that will be ready approximately February for the Level I school. We are currently haggling on what it will cost to take the course. Students will receive the 6 DVD's and have one year to complete the course. The current proposal is \$275. The Committee wants to keep it expensive enough that there will still be coaches who will want to go to the Level I schools. It is estimated that those schools cost participants about \$400 with travel, lodging, etc., so \$275 is a savings.
- Tina Kauffman at USATF is our contact at the national office.
- 200 questions that require answers. Once completed you can have the results and certificate to print the following day.
- How are we going to market this? Gill Athletics will be giving 4 pages in their catalog to USATF and use some of that space for advertising the program.
- Pages 127 and 128 from last year gave a list of all of 2004 coaches' education classes.
- Discussions on other issues need to be resolved such as cost, flyers, the number of schools versus distant learning and the DVD's need to be cleaned up.
- This is a first step in the process and will get better.
- The chair of Level I stated the number one priority is to have a face-to-face class but understand the need to reach more remote areas.
- Pat will send announcements of Level I schools by e-mail to Associations for their review. It is necessary for the Association to respond to the e-mail within 21 days with their approval or rejection of the class although the Association does not have final authority.
- With Level 1 they have added Race Walk and Hammer.

Ron Mascarenas, Vice Chair and Chair of Workshops gave his report. Feedback forms are provided at the end of each workshop but the return percentage is very small. Ron incorporates the information he receives into the next year's workshop. Ron reviewed the agenda from this past August workshop. The problem is to balance the new people with the ones who have been involved for many years. At your next Association meeting please discuss the need in next year's workshop and provide information on this to Ron via e-mail.

Clif McKenzie, Vice Chair and our Chair of the Diversity Subcommittee gave his report. Clif mentioned our diversity leadership session at the workshop was well received. He was sure that everyone attending took something valuable away with him or her. Clif mentioned that there is a Diversity Task force meeting from 12 – 4 today.

Andy was next to give his report. Andy thanked all people who work in the Associations. Andy stated he has attended great meetings with a variety of groups. He is excited to see new faces among us.

Providing a look back much has happened. He has felt that 2005 was a year of change for him and the office. He was promoted to Director of Grass Roots Programs (Mark Springer's position prior to his death) and Liz Turner Suscha is the new Grass Roots Manager.

Andy thanked all the office staff that has worked so hard this past year along with the Associations Committee.

Andy recounted all the happenings for the youth teams internationally. Andy and others also met with AAU on scheduling conflicts. Information was also discussed regarding the Junior Olympics program.

For the 5th straight year we have seen an increase in sanctions and memberships. Andy provided the percentages of increases. There were also club and event growth this past year.

The members continue to receive discounts on hotels and car rentals along with other benefits from a number of companies. Fast Forward also truly became a quarterly publication.

For the second year we have provided two workshops. The first was a one-day workshop for new and rookie members. In August we set a record on attendance. A number of grants were provided and a subsidy on D&O for the current year is being provided until December 30, 2005.

For the 5th year statistics (Reg. 15) were gathered and provided to individual Associations. Andy restated the awards that were received by various Associations.

AADP applications once revised will be sent to the Associations. The National Club Track and Field Championships were held in New York City, which was the first time these championships were held outside Indiana. Andy summarized the regional championships. The Club Cross Championships were held in Rochester New York.

The 2006 schedule is set in many cases and the locations and dates will be provided. Membership cards will come out earlier than ever before and continue to build relationships and the Running Routes on usatf.org now has 800 new maps.

Andy completed his comments and a full report of them is available upon request. Alan opened the floor for questions for Andy.

Most questions were around the background screening and membership fee structure.

To be continued from 4 pm to 6 pm.

Association General Meeting #4 -- December 3, 2005

Meeting began at 4:05

Alan began with summarizing the Stretch Study that USATF is trying to get off the ground and in process.

Clif introduced Andrew, President of the Tennessee Association, concerning the hurricanes that affected our Southern Association. They are in need of equipment, uniforms, shoes, etc. Donations are requested at the amount of \$250 if your Association can donate at this level. Andrew is asking that each person take this information back to their boards. Those denotations can be sent to the office of the Southern Association (Gertrude Thomasson). The President of the Association, Henry Woods, and Jackie Callender, the Associations Committee's Southern Region Representative spoke of the situation currently in New Orleans.

Marilyn Mitchell, from Master's T & F gave her report. That Committee would like to move the age to 35. However the LDR committee does not want to go to age 35 and they may have a floor fight over the item.

The vote in Masters for fee restructure was agreed upon and the proposal won 25 to 11 to raise membership fees up \$10 to \$30 as a cap.

They want no change in any restructuring of the Board that would eliminate the vote of Masters.

Darlene Hickman, Chair of the taskforce on Youth and Family Fitness gave her report. Darlene will ensure that she keeps Alan in the loop so that he can provide information as the taskforce develops.

A motion from Ruth White was made to ratify the AEC vote that would provide a representative from the Associations Committee to the Officials Committee in a voting capacity. It was seconded, small discussion and the vote was unanimous as passed this day. An Associations Committee representative will have voting rights in 2006 in the Officials Committee.

LeeAnn Meyer gave her report on LDR. There are 24 slots for AADP in for 2006. She gave a summary of the issues in the committee and the changes. Irene gave an update on races for 2006. You will be able to locate the information on the website.

Craig Masback spoke to the group on the fantastic year the Associations have had during 2005. Craig stated that June might not be the date to discuss the membership fee increases. It will be made when it's right. The restructure of the Board may or may not occur in the next year. It must be what's best for the organization.

Ruth Van Kuren, the Liaison for Youth Athletics provided information on the championship awards for 2007.

Scott Erwin, our Law & Legislation rep, gave his reports on approved, rejected, and tabled items.

Steve Vaitones gave his report on various committees with site selection and awards of championships. Race Walk has a full slate of championships as well. Rule changes are mostly based on IAAF rule changes.

Bert Williams, Men's T & F rep, left his report with the Chair and Secretary for inclusion into the minutes.

Barbara Chambers, Chair of the Athletics for the Disabled Committee, gave a report concerning her committee this year. Her committee would like to partner with more Associations. She discussed the issues being seen with soldiers from the Middle East who are returning to the US with disabilities and how to bring them to the fore front.

Paul Morency, Officials rep, stated that 18 will be the age for certification of officials due to liability, and the tests will be on line and work with DVD's for tests and certification.

No additional report on member benefits from Katherine.

Jackie talked to the issues of grievances as Chair of that Subcommittee. Jackie summarized the timelines and process of filing and handling a grievance. Alan stated that you should consider calling Jackie to obtain help and advice.

At 5:30 Alan asked that the regional reps break out into their meetings.

The meeting was adjourned at 5:30 pm.

Submitted by,
Karen Krsak
AEC Secretary

L & L Package Discussion:

#22 Is changing General Competition to Grass Roots - **Approved**

#39 Is athlete based memberships – discussion and Andy felt this would be a good change. Much discussion around the table based on the wording and intent of this item – **Approved**

#49 Sport Committee Residency – building national teams – **Non Issue**

#50 Relates to item #49 - **Non Issue**

#51 Youth Residency – **Reject**

#52 Transfer representations from one club to another - **Approved**

#57 Appeals from Association decisions – **L & L recommend to table**

#58 American's w/Disability Act – Policy already established therefore – **Reject with written language**

#58 Deny sanctions - **Approve**

#59 Association documents - **Approve**

#60 Dispute resolution - **Approve**

#61 Notice of Elections - **Approve**

#62 Organizations Representatives - **Approve**

#63 Ballots – **Approve**

#64 Amend Regulations - **Approve**

Budgets:

Ed Koch stated that revenue should be up but budgets should be still tight. Most committees will receive small increases. Some funding for a youth publication that Andy has been in negotiation.

Meeting adjourned at 7 pm

Karen Krsak
AEC Secretary