

## **AEC Meeting at the Annual Meeting December 2, 2009**

Financial Report – Treasurer Richard Messenger provided a year-to-date financial report. Short discussion; motion to accept and seconded; all approved.

AEC Minutes – Karen pointed out that the minutes are posted on the Association's page on the National website, with a link provided in the monthly reminder notices of the meetings.

Theme of the Week: Leadership – “Leaders who win the respect of others are the ones who deliver more than they promise, not ones who promise more than they can deliver” (Mark Clement). Karen will deliver a speech on this at the opening business meeting.

Budget – The budgets are coming from the top down this year, so Andy provided Karen with a budget for 2010. Andy explained they were tasked with looking at the need for travel, as well as looking at unnecessary expenses. Basically, trying to find where the waste was. Andy commented that the Associations budget was easy and it will be about the same as last year. Karen is comfortable with upper management telling us how much we have to spend. Next year we will tell National if there are additions or deletions we need to make. Karen suggested we make this an item at the workshop next year so we can bring budget items to the table to make sure we don't miss anything.

Communications Chair – Jim McKee, President of Kentucky, is our new Communications Chair. Karen will ask Jim to check for any outdated documents on the website to begin with. Karen will also develop a job description for this position.

Associations Website – Andy commented that while we have some very, very good websites, we also have some pretty bad ones. Websites are an accreditation requirement and we have been very lenient in the past about passing this requirement. Basically, as long as the Association had something published with the USATF logo, they were credited with having a website. Andy has put together a checklist of required content for an acceptable website. Required items are on the front, and the back has additional, optional items. Bill suggested that could be used to give Association's enhanced credit if they do the things that are on the back side of the page. Andy is in the process of hiring a webmaster and one of the goals is updating the USATF website. Part of that would be offering Associations that are struggling with their websites the opportunity to use our content management system so everything looks similar. Part of the discussion is do we require that or not. Andy doesn't have a feel for it one way or the other as some Associations have very good, dynamic websites, so to try to tell them they would have to drop everything they've already done is questionable. But it would help those Associations who are struggling. A content management system would allow someone without a lot of knowledge about websites to post information pretty easily.

One item that is a potential issue is the posting of the 990 forms and budgets, as it was felt many Associations will not be able to meet this requirement. We discussed posting of the Associations Annual Meeting notices on the Association's website so that it meets the 30 day notice requirements (or whatever is in the Association's by-laws). Tracking this would be very difficult, as you cannot pinpoint when the notice was posted. Linda suggested making it a requirement that the National Office be included in the distribution list for the notice of the annual meeting sent to the Association's membership. This way the National Office would

have a record of when the notice was sent. Bill thinks the Associations Committee could put that policy forward in Reg 7 in the new by-laws. Suggested verbiage could be “in order for us to know that you have met that requirement, you must send notice of your notice to the Director of Grassroots programs within the time frame specified.” Scott, Linda and Steve will work on updating the Regulation.

We reviewed the website requirements list and determined it was missing the Youth background screening process, which would need to be added.

**MOTION: Richard Messenger made a motion that we accept the Association Website Guidelines and Accreditation Requirements submitted by Andy with an effective date of June 30, 2010. Friendly amendment that we add a link to the Youth Club Criminal Background Check program.**

**All voted in favor; no nays or abstains. Motion passed.**

Associations committee web page – we have posted our minutes and meetings on the web page. Karen would like to have the page also contain links to pages for each of the Zones. The minutes of the zone meetings would be posted there, as well as newsletters and any other information the Zone Rep may desire. Karen asked that the Zone reps bring everyone up-to-date on what's going on with the L&L package so that people can have the facts and not just rumor. Also, take a straw poll on course measurement – are your associations interested in having a workshop put on by the RRTC? There is a need for more course measurers, and RRTC can set up training to teach this skill.

Associations Business Meetings - Andy discussed the three workshops to be held on Friday. The first will be Membership 101 and will cover basic information as well as new things that have been added over the years that people may not be aware of. The Sanctions session will be at the level of a new Sanctions person, but will also be helpful to those who have been doing this for years. The third session will be on Risk Management.

Sanctions – USATF has plans to put Sanctions on-line and there is rumor that we are trying to take the Association out of the process. The actual plan is that an event director would apply on-line and would receive confirmation of receipt, as well as a copy to the Association's Sanctions Chair. The Association would then approve or voice concern with the sanction to the National office. There was a discussion concerning the language in the proposed change in Reg 23, B. “USATF shall have the authority to grant two types of domestic sanctions, namely, elite and general competition. Only USATF, **and not its Associations**, grants sanctions. Associations continue to administer sanctions.” It was decided that Scott would review the language of the proposed amendment.

Risk Management – This session will include members of the local community who put on events, as well as our membership. We are calling the session 'Conducting a Safe Event: Minimizing Mishaps, Injuries and Lawsuits’, to put a more positive spin on this topic.

Batch Processing – links in two different places on the website, one on the membership page and the other on the club page. The person listed as the main club contact on the club membership application has access to the main club management area. That person can also add other people who can access this area. The timeout process is lengthy, but Andy did not have the specific time allotted. Linda asked that screen shots from the batch processing area be provided to the membership chairs so they can have a reference when

they are asked questions. The club manager can change contact info, but not club numbers or birth verifications.

Associations Manual – Andy reported we are getting close to being done and committed to having it completed by February 15, 2010.

Youth Executive Committee – Karen reported that they found more to be done with Coaches Education. Clif stated that what was suggested for youth coaches wasn't in the best interest for youth coaches. They would like to have a level 2 workshop right before or after the National JO meet. This is not a certification course. Lionel announced that the chair of Coaches Education has tried to slow ball this whole thing because it is being pushed on him and he doesn't like being told what to do. Pat explained that the certification requires risk management and sports first aid. We only have about 75% of the product. We can say before you can take Level 1, you have to have your Red Cross certification. Once we include those areas, we can be certified. Terry Crawford would like to see a revamping of how and when Associations are notified that classes are coming into their Associations. Andy asked the history of the use of the word certified and Pat explained that it was used early on in the program. We had college credit to level 1 and 2 through a couple of colleges. When we scaled down the program from 28 to 22 hours, we were no longer certified, but the terminology continued. We need to get this program to a certified program as soon as possible. But what can we do with those people who have previously taken the classes and are not certified? We are also still waiting on the on-line version of Level 1 that was promised four years ago.

Association Workshop – is set for the second, third or fourth weekend in August, 2010, in Buffalo, NY. Remember to get your passports if you also plan on visiting to Canada.

Awards – The Horace Crowe award is for volunteers only, and the word volunteer will be added, as this was the criteria all long, but it was just never stated.

L&L – We reviewed the proposed changes to the Associations Operating Procedures. We reviewed the sub-committees and decided the Accreditation subcommittee should be dropped since it is part of the Organizational Services committee and the Zone reps would handle any accreditation issues that arise. We decided that the Club Council replaced the Development sub-committee, so that will also be dropped.

One of the major changes in the L&L package is taking sections out of the by-laws and moving them to the Operating Procedures. Over the years, many provisions have been added to the by-laws which should not have been in by-laws. They actually belong in the Regulations, so this change is needed. Karen asked if the entire by-law package gets tabled, how do we get the sections we want approved pulled out to be voted on? Scott said we just need to ask that that be done. One item we want changed is to take out the 100 mile rule for residency that was put in. The current Reg 15 is being moved to Reg 7. Article 6 remains Article 6. The Grievance Process is still in the process of being revised. Neither Associations nor Masters want the General Competition Division to continue. However, it is still in the current structure. We also asked to change the Accreditation standard for membership from 20 to 16 per hundred thousand and to remove the background screening since that is no longer an Association responsibility. Changes to Association requirement standards must also be approved by Organizational Services, and if there is an disagreement, the Board would decide. Since Ed Koch, chair of Organizational Services, had to go to the Board on another issue, he will also bring these changes to them.

L&L will separate the changes into separate packages so that the entire package cannot be

tabled. We need to pull out the current 15A1A, 15A1B and 15A1C into a separate package for Associations that can be voted on separately.

Rules – Bantams would be 9 and 10 and Sub Bantams would become Pee Wees. You would need to be 7 to compete at the National level. Steve pointed out that the argument is that we're losing kids to other sports because we don't start young enough. Bill feels this is all about AAU having separate ages and divisions down to the age of 6 at their National championship. Karen stated that the Youth committee is predicating this issue on medical people. Lionel explained that last year there were eight relay teams that were running 5 and 6 year olds. Two problems, for the last 10-15 years there has been a major concern from physicians within this organization, that we should not have National championships with athletes 13 and under. The Youth Committee looked at that at their Board meeting in October to determine how to correct it and not disenfranchise any of the athletes that fall into this category. We have over a thousand USATF member athletes that are 6 and under and we cannot disenfranchise them. So we have to be able to protect and police the program. So, the Youth Board decided to create a 9-10 Bantam age division and a Sub Bantam age group of eight and under. However, in order to participate in the National championship, they must be at least seven, or turning seven in the year of the competition. That way we will not have 5 and 6 year olds at the National championship. This is the only way we can protect the program and deal with the doctor's concerns.

The IAAF has passed the no false start rule effective January 1, 2010. The Youth will only apply it to the Intermediate and Young divisions since high school does it already. The Masters is still a question as to whether or not they will apply it.

The Club Nationals wants to remove three of the five relays.

Submitted by,  
Linda Bommicino, Secretary