

Minutes of the Organizational Services Conference Call

November 10, 2016 8:00 p.m. EST

Present: Ed Koch, Chair; Ginger Mulanax, Secretary; Linda Melzer; Herb Nicholls; Katherine Branch; Carolyn Griggs; Win Eggers; BJ Palma; Linda Melzer; Linda Bommincino; Desiree Friedman, National Office; The Chair called the meeting to order at 8:04 p.m. EST. The Chair stated the purpose of the conference call was to bring the committee up to date on plans and inform the committee members of the need to be ready to handle the committee and open elections at the 2016 Annual Meeting in Orlando.

I. Ed reported that he and Win went to Indianapolis November 4 to discuss procedures for Annual Meeting. While there, they viewed and received a demonstration of the “state of the art” voting machines to be used for our elections in Orlando. USATF will use six machines in the election room on Saturday with two dedicated to the President’s election; one for LDR; one for the High Performance Division; one for the Officials’ Board election and one for the various committee elections. We will not be required to man the voting machines. Our Committee’s job will be getting the right voter to the right machines. Ed suggested that approved voters will be given slips with either different colors or different letters on them to designate which elections they are eligible to vote in. The machines will have a dual paper backup (giving each voter a slip; plus the standard paper backup roll). Ed said that the company providing the machines might be available Thursday morning for our first Committee meeting to provide a demonstration.

II. Voting delegates changes can be made by the delegation head in same manner as previously (in writing at the registration desk or in person). But the associations are asked to continue to update the online grid document as changes occur in their associations. Linda Melzer asked about how to designate an athlete. Ed indicated that since no space was provided this year on the grid to check other. Ed suggested that associations copy committees on changes also as well as the National Office to make it easier for committees to come up with accurate eligible voter lists.

III. Ed said that security would be tighter this year in both the general election room and the Friday Committee election rooms. Each Organizational Services member is asked to send Desiree a digital photo which will be provided to security in the elections rooms. Also our committee will need to develop a spreadsheet of who will be the panel conducting which elections. The plan is to only allow in the elections rooms the eligible voters, election panel members, and security. Therefore, Ed wants each committee member to send him which panel he/she is available to work and arrival date/time into Orlando. Throughout the day on Friday, we will also be staffing election panels for the Youth Athletics, Officials, AAC, Men’s Track and Field, and Women’s Track and Field elections. Ed would like to have 3-5 members on each panel. He also said that we might have Board of Directors observers in some elections. Saturday First Round is 7-11a.m. with afternoon 2-6 Second Round if needed. The organization might not need the second round, but that will be determined as needed. Our committee may need to cover a “straw vote” for Coaches Education.

IV. Delegation heads will receive the blue voting delegate badges at check-in so we will not need to man tables to distribute badges for 57 associations Sunday morning before the closing sessions. We will only need a small table to handle changes. Otherwise, procedures will be the same as in previous years. The Credentials Subcommittee will meet as usual at 8 a.m. Thursday morning to review association

credentials. Report will be made at the opening session and associations will be able to make changes at the registration desk to bring any association into compliance. The full committee will meet at 10 a.m. A short Site Selection Subcommittee meeting might be scheduled for Friday afternoon. Reno was approved by the Board for the 2019 and 2020 Annual Meetings, but sense that information is just filtering down to constituents there might be questions. Ed reminded the committee that we would still have a short whole committee meeting mid-day Saturday (between the two voting sessions) for a short meeting. Additional nominations for positions can be made up to the being of the first General Session. At the first General Session, Ed will ask for a vote of acclimation for any uncontested positions. First the President, each candidate will have three minutes to speak personally or have another person speak about him/her. The Association Committee will be hosting a candidates' forum on Friday afternoon for any interested attendees.

V. For committee elections held in the common election room on Saturday, the secretary of each committee will need to turn in by 5:00 p.m. Friday any elected position for which an actual ballot needs to be taken. At that point information will be inputted into the voting machines for use Saturday. Committees should have their nominations prior to that and also handle any uncontested positions by acclimation.

VI. In closing, Ed provided a very positive update for his health. He is currently in remission and the plan is to do one more stem cell surgery in December which will hopefully provide long-term remission. Ed stated we will have another conference call probably next Thursday, November 17, 8:00 p.m. EST. Desiree will send out information. Ed also emphasized the importance of our committee to be well-organized so that the business of USATF at the Annual Meeting goes smoothly and securely. **REMEMBER** please: 1) send email to Ed about availability for helping with panels; 2) send Desiree a digital picture. Ed said he had been informed by the National Office that Organizational Services will have a dedicated room to use for our business (such as developing the seating chart for Sunday morning).

Meeting adjourned at 9:00 EST.

Respectfully submitted,

Ginger Mulanax, Secretary