



Colorado Association Meeting Minutes

September 18, 2016

The Association Annual Meeting was conducted at the James LaRue Library in Highlands Ranch, CO, beginning at 2:00 pm on this date. Board members in attendance were: Dan Pierce, Rich Schornstein, Elaine Keel, Don Sinclair, Marty Johnson, Jerry Donley, Kathy Butler, Quinn Pack, and Craig Foreman. Board members absent were: Tim Edwards and John Smith. Eighteen additional association members participated in the meeting.

1. **Minutes.** The minutes of the April 3 and July 17th meetings were approved.

2. Officers' Reports

a. **President's Report.**

He remarked that the association was in strong shape financially, with monetary assets totaling over \$275,000 – an amount which is greater than most other associations in the country, plus physical assets totaling over \$20,000. He suggested we should invest some amount of our cash in instruments which can earn interest.

He noted that our group exemption as a non-profit element of USATF nationally, has been finalized for the current year.

He indicated that a requirement for us to register with the state of Colorado is pending, but prefers to defer finalizing that until the new officers are named and installed.

He emphasized a fairly urgent need to undertake a revision to our bylaws, something that's been on the radar for too long, and noted there is a USATF bylaws template which we should make use of.

He noted three Colorado athletes competed in the Olympic Games, winning two Bronze medals – for women's 1500m, and women's 3000m SC.

He thanked Quinn Pack for his continuing work on the association newsletter.

b. **Vice President's report.** She reported that she intends to pursue and finalize plans for an athletes' recognition banquet. She reported on progress on an athlete's scholarship program, but that it requires additional action on an application process and procedures. She remarked on the grant proposal discussion from the last meeting, and offered an opinion that criteria for all grants should be developed in one package, and be applicable to all grant seekers.

c. **Secretary's Report.** He noted that all committees submitted reports in advance of this meeting and that all such reports had been posted to the web site.

He reported that there were no financial statements available, since the Treasurer, Jeff Helton had recently resigned.

d. **Treasurer's Report.** No report.

3. Committee Reports.

a. **Athletes; Budget & Finance; Women's Track & Field; and Men's Track & Field** - No reports.

b. **Youth.** Report is posted on our website.

The chair held a Youth Committee meeting immediately preceding the Annual Meeting, and they discussed the upcoming cross country and indoor track season – meets, dates, etc., which will be finalized and publicized in the next 5-6 weeks. Tentative plans call for 5 cross country competitions, including the Regional Championships in Fountain on Nov 19th (meets are posted on the website); probably 5 indoor meets, and probably 5-6 outdoor meets.

He mentioned a need for additional officials and volunteer help at youth meets.

The committee also reelected Don Sinclair as the chair.

c. **Masters Track & Field.** Report is posted on our website.

The chair emphasized that master's track & field meets are in fact open to open and youth athletes.

Jerry Donley was reelected as the committee chair.

- d. **LDR.** Report is posted on our website.

The chair introduced and recommended Marshall Milbraith to assist with LDR matters.

He reported that two association LDR championships had been conducted – ½ marathon on October 16th, and 10K scheduled for Dec 10th.

- e. **Race Walk.** Report is posted on our website.

Craig Foreman was reelected as the committee chair.

- f. **Officials.** Report is posted on our website.

The chair reported that Tanya Schwindt and Ed Latimer were recipients of National Officials Committee Outstanding Official awards for this year.

The committee will conduct at least one and perhaps two officials' recertification clinics for the new Olympiad. All officials will be required to attend to recertify.

Marty Johnson was reelected as the committee chair.

- g. **Memberships & Sanctions.** Report is posted on our website.

- h. **Paralympics.** Tom Southall was reelected as the committee chair.

The chair reported that we had one Colorado athlete and one Colorado official at Rio de Janerio.

4. **Elections.** The Secretary informed the membership that the offices of president, vice president, secretary, and treasurer were up for election for a four year term. Since no nominations had been sent in to the association office, he asked for nominations from the floor.

- a. President – A nomination was properly made and seconded from the floor for Elaine Keel. Without further nominees, a motion was made, seconded, and carried to elect Elaine Keel by acclamation as the new president.

- b. Vice President – Nominations were properly made and seconded from the floor for Dan Pierce and Quinn Pack. Dan Pierce withdrew his name from consideration. Without further nominees, a motion was made, seconded, and carried to elect Quinn Pack by acclamation as the new vice president.

- c. Treasurer – A nomination was properly made and seconded from the floor for Tom Southall. Without further nominees, a motion was made, seconded, and carried to elect Tom Southall by acclamation as the new treasurer.

- d. Secretary - A nomination was properly made and seconded from the floor for Erika Kemman. Without further nominees, a motion was made, seconded, and carried to elect Erika Kemman by acclamation as the new secretary.

5. **Old Business.**

- a. Financial statements and tax returns. The secretary noted that the association's 2015 federal tax return had been filed in the past week, after 2 extension granted by the IRS.

- b. Newsletter. Quinn Pack reported work done to get the newsletter out, using a new service because the revised USATF means to send out materials to the membership has severe size limitations. The president will call a USATF contact to voice displeasure with the size restrictions, and to see if alternatives exist. He seeks input from all committee chairs for newsletter content. Send items to packtraack10@gmail.com.

- c. Grants for Coaches, Athletes, and Officials.

A proposal from the Officials Committee was presented and discussed – to provide in 2017 & 2018 grants of \$35 per day (with a cap of \$250) for officials who are selected by the national officials committee to work specified USATF national championship and IAAF championship meets, to be paid by a claim filed after completion of the work. After discussion and agreement that the proposal be modified to provide that the official must work at least one association championship and one other association meet during the year, a motion was made, seconded, and passed to approve the proposal.

The LDR Committee will develop and present a grants proposal, with criteria and projected costs at a future meeting.

The Youth Committee will develop a proposal for grants for youth athletes, to be presented at a future meeting.

6. New Business.

- a. USATF Accreditation. The president reported that the association received notice of USATF approval for our accreditation for this year.
- b. USATF Annual Meeting. The USATF meeting will be held in Orlando Dec 1-4th. Our association will send approximately 11 delegates. Committees were asked to identify their delegates. The following delegates were designated: Youth – Don Sinclair; Masters – Jerry Donley; Officials – Marty Johnson; Men’s LDR _ Marshall Milbraith; Women’s LDR - Kathy Butler. Uncertain at this point are delegates for the following: Athletes; Masters LDR; Race Walk; Open Men; and Open Women. Delegates must be determined and reported to USATF by the deadline set by the national office.
- c. Use/rental of association equipment. A discussion was conducted regarding the use of association equipment (specifically the timing and results equipment) at various competitions, noting that there is risk of damage and there is wear and tear on the equipment by virtue of its use. There seemed to be a consensus on the following; that association clubs should not be charged for equipment use; that use at any other events should incur a fee, and that in such an event an approved association person must operate the equipment. Don Sinclair volunteered to develop a proposal with specifics, to be presented at the next meeting.
- d. Sanction Fees. The Secretary mentioned that USATF is raising its national sanction fees, and that we should likely raise ours to cover costs, and should do a comprehensive review of sanction fees. He recommended the Memberships & Sanctions Director develop a detailed proposal for a discussion and vote at the next meeting.
- e. Grant for Level I Coaching Education Course. A request was made to provide a \$1,500 cash advance to help set up the course to be conducted in (location) on (date), with the funds to be returned to the association after the course. After a discussion, a vote was taken and the cash advance was approved.
- f. A motion was made, seconded, and approved to permit Dan Pierce to write a check to himself in an amount of approximately \$1,090 to reimburse him for payment made to purchase a new tent for the association. This was done to satisfy a provision that checks not be written to oneself without Board approval.
- g. A motion was made, seconded, and approved to permit Dan Pierce to retain signature authority on association bank accounts for up to 45 days, to permit an orderly transfer of authority to the new officers to conduct banking business.

Respectfully submitted,

// Signed //

Rich Schornstein, Secretary