



PACIFIC ASSOCIATION
USATF FOUNDATION

Minutes of Annual Meeting (via Teleconference)
September 29, 2014

Call Meeting to Order: *by President Dennis Boyle at 6:35pm*

All Directors were present for the whole meeting: *Dennis Boyle, Steven Crow, Dena Evans, George Kleeman and Shannon Rowbury*

- I. Approval of the Minutes of June 16, 2014
No corrections offered. Motion by George Seconded by Steve Passed Unanimously.
- II. Discussion and approval the meeting's agenda
*E. Add Update of Elite Athlete Application under Old Business
New Business Add Extra Meeting this fall to have fund raising/donation discussion in early November
New Business Go to Meetings Short discussion of possible use for meeting. Conclusion was that because of the amount of band width needed it isn't currently viable for us.*
Motion by George Seconded by none. Just accepted.
- III. Standing Reports:
 - A. Financial Report – include \$43.12 debit inquiry from Foundation account – **Steve**
Current Balance \$ 9758.57. Steve is still trying to determine if the \$43.12 amount is valid.
 - B. Updated list of donors in Dick Connors name (donors since the first donors report) *There have been a couple of new donations since the bulk in the first quarter, Dennis to send Shirley Connor's email to Steve so he can update her.*
Motion to accept Treasurer's Report by George Seconded by Steve Passed Unanimously.
- IV. OLD BUSINESS
 - A. PayPal addition to the Foundation donation page/webpage discussion – **Dena/Steve** *Still being working .*
 - B. Completion of the language to be entered into our Operating Procedures - **George.**

Article 7	Handling Donations
Article 8	Budget
Articles 12	Coaches Grant Information and Applications
Article 13	Officials Grant Information and Applications

Modification of Coaches Grant Information and Application – **Dennis**

Modification of Elite Athlete Grant Information and Application – **Dennis**

Items discussed. Only comments were on format and typos. Directors to send George any modification/typos by Oct. 15. It was agreed that he will update and issue Operating Procedures as approved at that time.

- C. 2015 – 2019 (5 Year) Budget Draft – Projection for use in PAUSATF Foundation Budget development – **Steve**
- D. *Directors to send Steve your input for the budget. Steve will then issue a draft budget for approval at next meeting. Discussion about when this should be done in the future and it was determined to follow the calendar and have the draft available for the Annual Meeting, usually in September.*
- D. Explaining the need for Olympic Development Grants – review of Shannon and Dena's written work with a contribution from Dan Green on the road to support and promotion of gifted athletes.
After discussion it was suggested that we put all three on the website but develop a key list of the most significant items to use in marketing and donation literature.

V. NEW BUSINESS

- A. New PAUSATF website revision.
After some discussion it was decided that we would have both Dena and Steve to look into getting trained to be able to update our web pages. Dennis to inform Cyni of our candidates. We did discuss whether we should have a separate website but it was the consensus that at least at this time there was no need.
- B. Funding from PAUSATF for Olympic Development Grants 2015 George reported that we have received \$1000 from the Coaches committee to fund coaches to the Level 1 clinic in January, and \$12000 from PAUSATF split \$9000 for Track and Field Athletes' and \$3000 for the Marathon and Race Walk Athletes' grants. Dena volunteered to be our representative for the Coaches grant committee, and Shannon volunteered for Athlete grant committee. Dennis will let Dave Shrock and Jeer Summer know of our respective representatives.
- C. Discussion - Master plan for fund raising for the Foundation
 - 1. Fundraising clinic information
 - 2. John Mansoor's email regarding association with other Foundations/Events

This topic was deferred to the October 20 additional meeting.

D. Future Foundation Directors – report by George and Dennis

Director Solicitation Materials for review – ideas on dispersal

They were approved and Steve asked if we had any restrictions as who might serve. By laws allow anyone interested in serving to do so. There is not even a requirement that they be PAUSATF members but is recommended. The current membership is reasonably balanced. In the original directors we did have a youth representative. Another possibility would be some on from either race walking or LDR. However, finding an outside director such as a race director or a business person is also viable. Conclusion it was suggested each director look at possible candidates and send them the prepared information.

Jay Abbott Letter of Interest and Resume

We discussed who had been contacted about becoming a director and then voted unanimously to elect Jay as a new director effectively with the October meeting. Motion to accept application was by Steve and seconded by Deana.

E. Elections of Directors: George Kleeman and Dennis Boyle's terms expire in September – Discussion and action

George announced he was willing to stay and Dennis announced he planned to retire after the December meeting but would continue to function as President until that time. Consequently we still need two new directors.

Dennis made a motion to elect George for another two year term and Shannon seconded. The vote was unanimous.

VI. Next meeting:

George recommended an addition meeting. After some discussion Monday, October 20, 2014 at 6:30 pm was selected. George said he would not be available at the regularly scheduled meeting on December 15 since he will be teaching an IAAF ATO course in San Juan. Because the PAUSATF convention is the first week in December it was decided that the December meeting would have to be the week of Dec. 8th. No particular date was chosen. Dennis to determine the date.

VII. Adjournment

Motion made by Steve Seconded by George. Approval Unanimous Meeting adjourned at 8:22 pm

Prepared and submitted by George Kleeman, Interim Secretary

ACTION ITEMS To be completed before our next meeting on October 20.

Note many action items are for all Directors.

1. Item III.A. **Steve** to determine if payment is valid or have it removed by the bank.

2. Item III. B. **Dennis** to send Steve Shirley Connors Email (soc.tnf@att.net) and **Steve** to send Shirley the updated list of donors to the Foundation in Dick Connor's name.
3. Item IV. A. **Steve and Dena** to work to get credit card and Pay Pal options on the donation web page.
4. Item IV. B. **Directors** to send George any corrections or updates to Operating Procedures by October 15 and **George** will update, post and send out final copy as approved subsequently.
5. Item IV.C. **Directors** to send Steve input for the budget. **Steve** to prepare draft budget and send out before Oct. 20 meeting to all Directors including Jay Abbott.
6. Item V.A. **Dennis** to inform Cynici of Directors to be trained as soon as possible. **Steve and Dena** to contact Cynici for training. Cynici Calvin at ccalvin@ncbb.net
7. Item V.B. **Dennis** to inform Dave Shrock and Jere Summers of our representatives on their grant selection committees.
8. Item V.C. For Oct. 20 meeting prepare for Donations /Fund Raising discussion
Directors need to review Fund Raising Clinic information and Operating Procedure 9.
9. Item V. D **Directors** to solicit Director Candidates.
10. Item VI. **Dennis** to solicit acceptable day for December meeting during week of December 7 to 13th. **Directors** let Dennis know which day or days would be best for you and which days don't work by October 15.

11.

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ITEM:

ASSIGNED TO:

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