



PAUSATF Board of Athletics Meeting Agenda

Foster City Recreation Center, Foster City

September 26, 2010- 10:00am-12:00pm

10:00-10:15am: Meeting called to Order

Irene Herman President, introduction of BOA

Special moment shared by Leroy Milam in remembrance of Rick Milam

10:16-10:20am: Review and approval of minutes of the May, 2010 meeting

Action Item: posted on internet and attached for approval- Secretary Maura Kent

10:21-10:24am am: Treasurer's Report

Action Item: Treasurer Lloyd Stephenson

10:25-10:45am: Presentation of Budget for 2010-2011

Action Item: Lloyd Stephenson, John Mansoor and Dave Shrock

10:46-11:10am: USATF Annual Meeting Delegates

Nominations, confirmation of delegates and meeting information Virginia Beach, Va: Dave Shrock

Explanation of the responsibilities delegates: Art and Becky Klein

11:11-11:35am: Committee Reports *Also turn in written report for posting to Cynici Calvin*

- National Club Track and Field Championships - July 9 and 10, 2010 - Al Hernandez
- National Masters Track and Field Championship - July 22-25, 2010 - George Kleeman
- JO National Track and Field Championship – July 27-August 1, 2010 - John Mansoor
- World Masters Championship - July 7-17, 2011- George Kleeman
- Coaching Education Level II School-Youth Specialization- August 2010 - Dave Shrock
- Official Clinics & Officials Education – Shirley Connors
- USATF Annual Associations Workshop report - Irene Herman and Dave Shrock
- Open Track and Field - Al Hernandez & Fred Baer
- Strategic Planning - Mark Winitz
- National Cross Country Bid for 2013 - Irene Herman and John Mansoor
- Thorpe Cup - multi event competition bid – Fred Baer and Irene Herman
- USATF Associations Workshop bid for 2012 - Fred Baer
- Physically Challenged LDR Grant 2011 status - Irene Herman
- Association By Law filing with State of California - Irene Herman
- PA Foundation - Margaret Sheehan
- Association Membership 2010 - Irene Herman

11:36-11:40am: New Business

11:41-11:46am: Discuss future Meetings for 2010-2011

November 16, 2010 Heather Farms

February 15, 2011 Sacramento-form election committees

May 3, 2011 Heather Farms-elections

12:00-1:00pm: Catered Lunch Foster City Recreation Center

1:00-4:00pm: Strategic Planning Meeting: Organizer Mark Winitz

**Pacific Association/USATF Board of Athletics Meeting
May 18, 2010
Heather Farms, Walnut Creek, CA**

Attendees: Tyler Abbott (Men's LDR Chair); Fred Baer (Open's Women T&F Chair/Media Committee); Cynci Calvin (Acting Secretary, Communications Committee Chair); Joanne Camargo (Youth Chair); Maria Castillo (Youth Vice Chair); Bruce Colman (At Large); Shirley Connors (At Large); Darrell Hampton (Youth High School); Irene Herman (BOA Chair/Membership Chair); Al Hernandez (Open Men T&F Chair / Coaches); Ed Hicks (Official); George Kleeman (Past President); Art Klein (RW Chair); Becky Klein (Youth RW Chair); John Mansoor (PA Executive Director); John Murray (Officials Chair); Charles Murphy (Official); Joseph Ols (Masters TF); Margaret Sheehan (At Large); Bob Shor (Youth); Dave Shrock (Coach's Chair); Dolton Simmons (Youth Officials Chair); Alan Stanbridge (LDR Committee); Lloyd Stephenson (BOA Treasurer; Masters LDR Chair); Peter Tapia (Medical Committee Chair).

Meeting called to order at 7:35 p.m.

March Meeting Minutes

George Kleeman made motion to approve; seconded by Al Hernandez; unanimously approved.

Treasurer's Report

\$20K deficit

Many items from 2009 not in yet (JOXC)

Expecting \$25K from National JO TF Meet

Key item: Bay to Breakers did not purchase PA/USATF insurance

(note: additional budget information to follow after Treasurer Lloyd Stephenson returns.)

More running events, more runners, but fewer requests for insurance.

Tyler Abbott moves to accept Treasurer's report; seconded by Bruce Colman.

Unanimously approved.

By Laws

- Board of Athletics is the responsible authority.
- Both the B of A and the Executive Board must follow USATF By Laws.
- **Motion** by Becky Klein to approve the By Laws; seconded by Peter Tapia.
 - Extensive discussion with an assortment of friendly amendments regarding separating out #1 that were eventually withdrawn.
 - **Motion** by George Kleeman that all actions made by the Pacific Association Board of Directors (Executive Board) will be communicated to the Board of Athletics at the next meeting.
 - Seconded by Fred Baer
 - 12 Ayes, 2 Nays, 1 abstention.
 - **Motion approved.**
- **Motion** by George Kleeman to change the By Law section 2(e) to include the above approved motion; seconded by Tyler Abbott.
 - 18 ayes and 1 abstention.
 - **Motion approved.**
- Two typos in N ("there are") and E (it's should be its) were mentioned and approved for correction.

Operating Procedures

- Need cross references (i.e. for travel funds)
- From Tyler Abbott: need to separate Committee Chairs' items from general membership items.
- Committee Representation
 - Need to check Masters LDR numbers
 - 1 vote for up to 800

- Committee Selection Procedures are described in By Laws.
- No Olympic training grant requests were received.

Level II Coaching School Scholarships

- August 1-5 in Sacramento
- Review of budget to find \$650 scholarships.
- Olympic Grant deadline is past (Feb. 2) - \$10,500
- **Motion** by Tyler Abbott moved for \$650 to be taken from Olympic Grant fund for Sacramento August 2010 Level II Coaching School Scholarships and seconded by Darrell Hampton
- **Motion passed** with 18 ayes and 1 abstention.

Olympic Grant Fund Discussion

- Should deadline be firm?
- **Motion** made by Margaret Sheehan to keep the Olympic Grant application deadline firm and seconded by Bruce Colman
- **Motion passed** with 16 ayes, 2 nays and 1 abstention.

Pacific Association Foundation Update from Margaret Sheehan

- Written report submitted. ([PA Foundation](#))
- Purpose: protection from lawsuits (i.e. coaches without background check/live scans who turn out to be criminals); place for bequeathed funds
- Start with \$100,000
- Officers must be separate from Board of Athletics
- Difficult since most knowledgeable people are BofA members
- Suggestion to have board made up of one person from each discipline.
- Need to check into 501 (c) (3) rules.
- From George Kleeman: in an early consultation with an attorney, the attorney recommended protecting association funds with a foundation.

Strategic Plan Meeting

- Date: Sunday, Sept. 26
- 10 am to 3 pm with lunch included.
- Check paustf.org for updates

2011 Grant Application to encourage disabled athletes to participate in the PA/LDR Grand Prix

- PA and RRCA to work together
- George Rehmert, Simone Adair, Irene Herman, and Dave Shrock
- Deadline to apply: end of May
- Announcement of grant recipients: September

Committee Reports

- Written Reports submitted by:
 - Irene Herman ([Membership](#))
 - Margaret Sheehan ([PA Foundation](#))
 - Art Klein ([Race Walk](#))
- Sports Medicine Committee Report by Pete Tapia
 - Committee of one now; would like to expand.
 - Records show 82 sanctions but 11 did not have proper personnel
 - Issues
 - Bylaws do not define personnel.
 - NGB has general guidelines to avoid lawsuits
 - PA/USATF is more at risk due to being more specific about medical support.
 - Malpractice not an issue

- Volunteers: covered by Good Samaritan rulings
- BofA needs to decide whether or not a certified trainer is acceptable as a medical personnel at a track meet (skills must include stabilization of injured athlete for transportation to hospital).
- Sanction forms would not be changed.
- **Motion** by Darrell Hampton that Certified Athletic Trainers be added to the approved medical personnel for all Pacific Association sanctioned events and seconded by Maria Castillo.
- Discussion
 - Quality of care given by a certified athletic trainer was questioned.
 - Medical personnel could be a major expense, especially at youth meets and Race Walk events.
 - A possibility would be to have a budget line item for EMTs.
- **Motion passed** with 10 ayes, 6 nays, 4 abstained.

Pacific Association Events: No questions.

Committees to submit 2011 budgets by July 31, 2010.

Motion to adjourn made by Tyler Abbott and seconded by Becky Klein.

- Unanimously approved
- Meeting adjourned at 9:59 p.m.

| PROPOSED PACIFIC ASSOCIATION BUDGET 2011 | | | | | | | | | |
|--|------------------|---------|-----------|---------|-----------|----------|----------|---------------------------------|-----------------------------------|
| INCOME | | | | | | | | | |
| | | BUDGET | PROJECTED | BUDGET | PROJECTED | PROPOSED | Comments | Delta Prop 2011- Proj2010 | Delta Prop 2011-2010 Budget |
| | | 2010 | 2010 | 2010 | 2010 | 2011 | | | +more |
| 1. CLUB DUES | | 9500 | 10,500 | 9500 | 10,500 | 10000 | | 500 | 500 |
| 2. CROSS COUNTRY GP | | 900 | 900 | 900 | 900 | 900 | | 0 | 0 |
| 3. DONATIONS | | 300 | 150 | 300 | 150 | 150 | | 0 | -150 |
| 4. EQUIPMENT RENTAL | | 500 | 500 | 500 | 500 | 500 | | 0 | 0 |
| 5. INTEREST | | 12,500 | 17,500 | 12,500 | 17,500 | 15000 | | 2,500 | 2500 |
| 6. LDR BANQUET | | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 7. MEMBERSHIPS (Individuals) | | 90,000 | 90,000 | 90,000 | 90,000 | 90,000 | | 0 | 0 |
| 8. MISCELLANEOUS | | 250 | 250 | 250 | 250 | 250 | | 0 | 0 |
| 9. OFFICIALS REVENUE | | 11,700 | 10,000 | 11,700 | 11,500 | 13800 | | -2,300 | 2100 |
| 10. OPEN TRACK & FIELD | | 2500 | 2120 | 2500 | 2120 | 2000 | | 120 | -500 |
| 11. PRIZE MONEY | | 82,000 | 30,000 | 82,000 | 82,000 | 30000 | | 52,000 | -52000 |
| 12. SANCTIONS | | 75,000 | 75,000 | 75,000 | 75,000 | 75000 | | 0 | 0 |
| 13. SPONSORSHIPS/GRANTS | | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 14. YOUTH MEETS | | | | | | | | 0 | 0 |
| | a. PA JO T&F | 23,500 | 25,690 | 23,500 | 25,690 | 23500 | | 2,190 | 0 |
| | b. Region JO T&F | 0 | 0 | 0 | 0 | 12000 | | -12,000 | 12000 |
| | c. Youth Champ | 19,500 | 16,200 | 19,500 | 16,200 | 15000 | | 1,200 | -4500 |
| | d. SubBatam | 4000 | 1875 | 4000 | 1875 | 3000 | | -1,125 | -1000 |
| | e. PA JO XC | | | 2400 | 2400 | 2400 | | 0 | 0 |
| 15. GOLDEN WEST MEET | | 30,000 | 26,000 | 30,000 | 26,000 | 26000 | | 0 | -4000 |
| 16. MASTERS T&F MEET | | 4000 | 0 | 4000 | 0 | 0 | | 0 | -4000 |
| 17. CA RELAYS | | 0 | 5150 | | 3650 | 3650 | | 0 | 3650 |
| 18. NATIONAL JO T&F | | 300,000 | 270,000 | 300,000 | 270,000 | 0 | | 270,000 | -300000 |
| 19. CLUB T&F NATIONALS | | 0 | 3,000 | 0 | 3,000 | 0 | | 3,000 | 0 |
| 17. TOTAL REVENUE | | 669,150 | 634,535 | 668,550 | 639,235 | 323,150 | | 316,085 | -345400 |
| | Delta | | | 600 | -4,700 | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

| EXPENSES | | BUDGET | PROJECTED | BUDGET | PROJECTED | PROPOSED | Comments | Delta Prop | Delta Prop |
|----------------------------|-------------------------|---------------|-------------|---------------|-------------|----------|---------------------------------|-------------------|---------------------|
| | | 2010 | 2010 | 2010 | 2010 | 2011 | | 2011- Proj2010 | 2011-2010 Budget |
| 18. ADMINISTRATION | | | | | | | | | |
| | a. Phone, Postage, etc. | 7000 | 7000 | 7000 | 7000 | 7000 | | 0 | 0 |
| | b. Rent | 13,200 | 13,200 | 13,200 | 13,200 | 13200 | | 0 | 0 |
| | c. Staff | 44,500 | 44,500 | 44,500 | 44,500 | 46000 | | -1,500 | 1500 |
| | d. Equipment | 500 | 500 | 500 | 500 | 500 | | 0 | 0 |
| 19. BANK FEES & bad checks | | 500 | 500 | 500 | 500 | 500 | | 0 | 0 |
| 20. COMMITTEES | | | | | | | | 0 | 0 |
| | a. Athletes | 10500 | 0 | 10500 | 0 | 10500 | (incl. Oly. Training Grants) | -10,500 | 0 |
| | b. Awards | 1750 | 200 | 1750 | 200 | 600 | | -400 | -1150 |
| | c. Board | 2500 | 1500 | 2500 | 1500 | 1500 | | 0 | -1000 |
| | d. Coaches | | | | 0 | | | | |
| | 1. Scans | 3500 | 3900 | 3500 | 3900 | 3900 | | 0 | 400 |
| | 2. Grants | 2000 | 2000 | 2000 | 2000 | 2000 | | -5,900 | 0 |
| | e. Communications | 250 | 250 | 250 | 250 | 250 | | 0 | 0 |
| 1. Comm Plan | | 15,000 | 7500 | 15,000 | 7500 | 7500 | | 0 | -7500 |
| | f. Disabled | 100 | 0 | 100 | 0 | 100 | | -100 | 0 |
| | g. Equipment | 4200 | 0 | 4200 | 0 | 4000 | | -4,000 | -200 |
| | h. LDR | 250 | 0 | 250 | 0 | 250 | | -250 | 0 |
| | (1) Banquet | 1000 | 1000 | 1000 | 1000 | 1000 | | 0 | 0 |
| | (2) Cross Country | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| | i. Marketing | 250 | 0 | 250 | 0 | 250 | | -250 | 0 |
| | j. Masters T&F | 250 | 0 | 250 | 0 | 250 | | -250 | 0 |
| | k. Membership | 500 | 0 | 500 | 0 | 250 | | -250 | -250 |
| | l. Officials | 9800 | 5000 | 9800 | 6500 | 11200 | | -4,700 | 1400 |
| | m. Open T&F | 250 | 0 | 250 | 0 | 250 | | -250 | 0 |
| | n. Race Walking | 250 | 0 | 250 | 0 | 250 | | -250 | 0 |
| | | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| | o. Strategic Planning | 1000 | 1000 | 1000 | 1000 | 1000 | | 0 | 0 |
| | p. Youth | 6400 | 5000 | 6400 | 5000 | 4900 | | 100 | -1500 |
| | q. Foundation | 2500 | 0 | 2500 | 0 | 2500 | | -2,500 | 0 |
| 21. CLUB FEES | | 4300 | 4600 | 4300 | 4600 | 4300 | | 300 | 0 |
| 22. CONVENTION | | 7000 | 7000 | 7000 | 7000 | 8200 | | -1,200 | 1200 |
| 23. GRAND PRIX(S) | | | | | | | | | 0 |
| | a. Cross Country | 8000 | 8000 | 8000 | 8000 | 8000 | | 0 | 0 |
| | b. Race Walking | 0 | 750 | 0 | 750 | 0 | | 750 | 0 |
| | c. Road Racing | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | | 0 | 0 |
| EXPENSES | | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | | 0 | 0 |

2010 PACIFIC ASSOCIATION BUDGET

INCOME

| | BUDGET 2010 | PROJECTED 2010 | BUDGET 2011 |
|------------------------------|----------------|-------------------|------------------------|
| 1. CLUB DUES | 9500 | 10,500 | 10,000 |
| 2. CROSS COUNTRY GP | 900 | 900 | 900 |
| 3. DONATIONS | 300 | 150 | 150 |
| 4. EQUIPMENT RENTAL | 500 | 500 | 500 |
| 5. INTEREST | 12,500(5%) | 17,500 | 15,000 |
| 6. LDR BANQUET | 0 | 0 | 0 |
| 7. MEMBERSHIPS (Individuals) | 90,000 | 90,000 | 90,000 |
| 8. MISCELLANEOUS | 250 | 250 | 250 |
| 9. OFFICIALS REVENUE | 11,700 | 11,500 | 13,800 |
| 10. OPEN TRACK & FIELD | 2500 | 2120 | 2000 |
| 11. PRIZE MONEY | 82,000 | 82,000 | 30,000 (GP races only) |
| 12. SANCTIONS | 75,000 | 75,000 | 75,000 (w/oBtoB) |
| 13. SPONSORSHIPS/GRANTS | 0 | 0 | 0 |
| 14. YOUTH TRACK MEETS | | | |
| a. PA JO | 23,500 | 25,690 | 23,500 |
| b. Region JO | 0 | 0 | 12,000 |
| c. Youth Champ | 19,500 | 16,200 | 15,000 |
| d. SubBatam | 4000 | 1875 | 3,000 |
| e. Cross Country | 2400 | 2400 | 2400 |
| 15. GOLDEN WEST MEET | 30,000 | 26,000 | 26,000 |
| 16. MASTERS T&F MEET | 4000 | 0 | 0 |
| 17. CA RELAYS | 0 | 3650 | 3650 |
| 18. NATIONAL JO T&F | 300,000 | 270,000 | 0 |
| 19. CLUB T&F NATIONALS | 0 | 3,000 | 0 |
| 17. TOTAL REVENUE | 671,550 | 639,235 | 323,150 |

EXPENSES

| | BUDGET 2010 | PROJECTED 2010 | PROPOSED 2011 |
|----------------------------|----------------|-------------------|-------------------------------|
| 18. ADMINISTRATION | | | |
| a. Phone, Postage, etc. | 7000 | 7000 | 7000 |
| b. Rent | 13,200 | 13,200 | 13,200 |
| c. Staff | 44,500 | 44,500 | 46,000 |
| d. Equipment | 500 | 500 | 500 |
| 19. BANK FEES & bad checks | 500 | 500 | 500 |
| 20. COMMITTEES | | | |
| a. Athletes | 10500 | 0 | 10,500 (Oly. Training Grants) |
| b. Awards | 1750 | 200 | 600 |
| c. Board | 2500 | 1500 | 1500 |
| d. Coaches | | | |
| 1. Scans | 3500 | 3900 | 3500 |
| 2. Grants | 2000 | 2000 | 2000 |
| e. Communications | 250 | 250 | 250 |
| 1. Comm Plan | 15,000 | 7500 | 7500 (WMaT&F in 2011) |
| f. Disabled | 100 | 0 | 100 |
| g. Equipment | 4200 | 0 | 4000 |

| BUDGET | PROJECTED | PROPOSED | | |
|------------------------------|------------------|------------------|------------------|------------------|
| | | 2010 | 2010 | 2011 |
| h. LDR | 250 | 0 | 250 | |
| (1) Banquet | 1000 | 1000 | 1000 | (From PM) |
| (2) Cross Country | 0 | 0 | 0 | |
| i. Marketing | 250 | 0 | 250 | |
| j. Masters T&F | 250 | 0 | 250 | |
| k. Membership | 500 | 0 | 250 | |
| l. Officials | 9800 | 6500 | 11,200 | |
| m. Open T&F | 250 | 0 | 250 | |
| n. Race Walking | 250 | 0 | 250 | |
| (1) Certification | 0 | 0 | 0 | |
| o. Strategic Planning | 1000 | 1000 | 1000 | |
| p. Youth | 6400 | 5000 | 4900 | |
| q. Foundation | 2500 | 0 | 2500 | |
| 21. CLUB FEES | 4300 | 4600 | 4300 | |
| 22. CONVENTION | 7000 | 7000 | 8200 | (\$600 per) |
| 23. GRAND PRIX(S) | | | | |
| a. Cross Country | 8000 | 8000 | 8000 | |
| b. Race Walking | 0 | 750 | 0 | |
| c. Road Racing | 15,000 | 15,000 | 15,000 | (w/oBtoB) |
| d. Track & Field | 15,000 | 15,000 | 15,000 | |
| e. Ultra Running | 3000 | 3000 | 3000 | |
| f. Master's T&F | 3000 | 0 | 3000 | |
| 24. INSURANCE | 700 | 700 | 700 | (Office Rental) |
| 25. MAGAZINE | 50 | 0 | 0 | |
| 26. LEGAL | 1000 | 0 | 1000 | (Grievances) |
| 27. MEMBERSHIPS (Individual) | 0 | 0 | 0 | |
| 28. OPEN T&F MEET | 3000 | 2000 | 2000 | |
| 28. MASTERS T&F MEET | 3000 | 0 | 0 | |
| 29. PRIZE MONEY | 80,000 | 80,000 | 28,000 | (GP Races only) |
| 30. SANCTIONS | 37,500 | 37,500 | 37,500 | (w/oBtoB) |
| 31. TRAVEL FUND | | | | |
| a. Cross Country | 1000 | 1000 | 1000 | |
| b. Junior Olympic | 9000 | 9000 | 8000 | |
| c. Junior Nationals | 2500 | 1000 | 1500 | |
| d. Open Nationals | 2500 | 500 | 1500 | |
| e. Indoor Nationals | 0 | 0 | 0 | |
| f. LDR | 1000 | 1000 | 1000 | |
| g. Ultra | 1000 | 500 | 1000 | |
| 32. YOUTH MEETS | | | | |
| a. PA JO (top 8) | 10,000 | 10,000 | 11,000 | |
| b. Region JO (top 3) | 3000(multis) | 1500 | 4000 | |
| c. Youth Championship | 14,000 | 13,200 | 12,500 | (medals in 2010) |
| d. JO XC | 2400 | 2400 | 2400 | |
| e. SubBatam | 5200 | 2800 | 3200 | |
| f. Medical | 0 | 300 | 0 | |
| 33. CA RELAYS | 0 | 3650 | 3650 | |
| 34. NATIONAL JO T&F | 300,000 | 220,000 | 0 | |
| 33. GOLDEN WEST MEET | 30,000 | 25,800 | 26,000 | |
| 34. CLUB NATIONALS | 0 | 3000 | 0 | |
| 34. TOTAL EXPENSES | 689,100 | 561,300 | 321,950 | |
| 35. EXCESS REVENUE/LOSS | --17,550 | +75,635 | +1200 | |
| 37. RESERVE FUND | \$184,350 | \$275,135 | \$269,535 | |