



## USATF West Texas Association Annual Meeting September 21, 2013

Meeting was called to order by President: Bart Bradshaw @ 2:19pm

On the Agenda was:

- Welcome
- Attendance sheet sign in
- Reading of the minutes from the previous annual meeting (2012)
- Treasurers Report
- Reports of Officers and Committees
- Upcoming Business
- Appointments
- Future Business
- Other Business
- Adjournment

We opened the meeting with announcements from Bart Bradshaw to sign-in

Followed by an introduction of USATF West Texas Association board members who were present

The minutes from the previous annual meeting were reviewed

- Motion was made to accept the minutes as written by Dennis Goheen and second by Stella Neboh; passed (unanimous)

Treasurers Report:

Mark Graves presented the association's Treasurer's Report (see attached, pp 5-6):

Financial condition as of today:

We have unexpected additional funds in the bank account

Zero debt and increased bank account over past two years

Expenses look lower than they actually are because we have 'sponsors'

Possible new expenses:

Convention

Lodging

Outdoor meet, increased expenses

Possible fund raising:

Business sponsor, have a cook off in each of our major cities (Amarillo, Plainview, Lubbock, Midland, Odessa)

Kids can 'work' the meal

End of school, before summer track

Proposed budget:

Mark recommends we increase annual meeting from \$4000 to \$6000 because we have to send 6 people

Recommends we send two people to the workshop; \$3000 should cover that

Noted that we need 20 sanctions per year (added expense)

Noted that we should expect the association workshop reimbursement should be -\$600

Will be in the hole approximately \$2000 with the annual meeting change; need to get a lot of people to attend the regional meet

May need to make adjustments to budget after new bylaws pass

- Motion was made to accept the treasurer's report and budget with these changes by Les Blackburn and second by Dennis Goheen; passed (unanimous)

#### Reports of Officers and Committees:

President (Bart Bradshaw) - accreditation changes & progress

Bart outlined the annual accreditation needs: 400 members; 12 clubs; 20 sanctions; 21 championships; 50 certified officials; fiscal solvency; website; two emails per year; annual meeting (send in minutes); attend workshop; six delegates at national meeting; submit necessary documents; bylaws up to date and online; coaching education class every four years

We are the only association in our region to date that has met the sanctions requirement

Coaching education class is scheduled for 11/22-11/24; board approved to pick up the extra cost if participant cost doesn't cover the expenses

Vice president (Tony Goyang, *in absentia*) - coaching education

Bart gave update in his president's report

Acting Secretary (Amanda Boston) - West Texas Running Club & USATF LDR Championships, Sanctions

Bre McClendon had to resign from this position, so Amanda Boston took over. The position is open if anyone wants to have it for the next year. Duties include take minutes at board meeting and conference calls among other administrative support. Amanda is willing to continue in this position if no other member wants to volunteer.

LDR Championships were discussed. The West Texas Running Club has hosted six out of nine LDR championships: the 15k in April and 5 mi in August. Three more championships are scheduled to be contested at the half marathon in November.

Membership (Michelle Barnes) - changes in club registration process

Michelle needs some help, a co-chair, so he/she can be in training and can then take over. This position can be time consuming, but there have been changes to the registration process that make it easier and more streamlined:

Registration is all online

Clubs can manage their membership online now

Chair still needs to verify DOB for all athletes and required annual background checks through

Let Bart know if you're interested in one of these positions

Communication (Sharon Preece, *in absentia*) - Association workshop, marketing news

Bart updated us: Let Sharon know if you need anything included in emails, notifications, or if you want to share anything

USATF-WT has a Twitter and Facebook account

Check your membership, put your email in so you can get the newsletters

If necessary, send club members' emails to Sharon if you don't want to put them in yourself (best if you can put it in yourself, but Sharon will do it if you refuse)

Proposed bylaws are on the association website ([usatfwesttexas.com](http://usatfwesttexas.com))

Youth (Sharon Preece, *in absentia*) - JO results, XC Championships

Bart reminded us that this year's club meet is in Odessa; region in Humble; then nationals

Officials (Stan Scott, *in absentia*) - opportunities, certification numbers, upgrades

Bart informed us that our association currently has 73 certified officials. Upgrades are in the system, but cards may not have been sent out

Send meet list of last two years and position at meet to Stan if you want an upgrade

Stan is stepping down as certification chair; Les Blackburn is taking over

Outstanding officials' certificates were awarded to Herb Dillon, Cathy Shoemaker, Jodie Wallace, and Jim Leggitt (*in absentia*)

## Upcoming Business

### Bylaws

Updated Bylaws are available on website (usatfwesttexas.com) and were sent out via email

- Motion to adopt new bylaws so they can be sent to national office by Stella Neboh, Kathy Shoemaker second; passed (unanimous)

Secretary position is open, see Bart if interested

Youth chair position is open, see Bart if interested

This is a big and important position

It includes networking with other associations in our region; we are working pretty well with South Texas

Mia may be able to help at the meets

Other open chair positions:

LDR chair is filled: Amanda Boston

Other committee chairs may be open, we want people that will work to fulfill their duties

Membership chair position is open, see Bart if interested

Upcoming championships:

Half marathon, hosted by the West Texas Running Club's Buffalo Wallow half marathon in Ransom Canyon: November 9, 2013 (wtrunning.com)

Association XC, 11/30

People interested in helping, let Bart know

National convention

Dec 4-8 in Indianapolis

Need 6 delegates; let Bart know if you're interested in going to convention (today)

Registration is \$175 for all six people. This needs to be done before November or the price will increase

At the JW Marriott, rooms \$129

There are other possible options close to the Marriott (in case they didn't block off many rooms)

## Appointments

No position appointments were made at the meeting

## Future Business

National Bylaw template

The national office will put a template out for association bylaws; we may need to discuss updating our bylaws again when they publish the template.

Championship Sponsors

Discussion about trying to get Reagor-Dykes or other corporate/annual sponsors

Possibilities of cook-offs in our association's main cities (Amarillo, Lubbock, Midland, Odessa)

## Other Business

Bart reminded us to sign in if we had not yet done so

Discussion about an association conference call Bart listened in on:

They discussed the possibility of electronic voting for association policies and elections

West Texas Association's stance is that being at the meeting in person is important; we don't like the idea of electronic voting

USATF is 'going green' - from 2015 on, only new members will get a card

There will also be a new auto-renewal option available

Stan Scott (Officials Chair) arrived, and gave an update on officials

Upgrades are slow

Make sure you're certified and are a member of the USATF

Will get a reminder/contact info update card in December; this is what the officials' dues increase is going to

Big 12 meet will be here in May 16-18, 2014; contact Stan or Diane Wholey if you want to work it  
NCAA meet in Albuquerque

NCAAJC meet in Arizona

Gave out the officials awards

Discussion about no running events at the summer JO meet in Odessa on Fridays: possibly moving all events to Saturday as timed finals

Stella Neboh stated that the city gives money based on number of nights' stay in hotels

The meet went pretty late on Friday last year, but that was because the long jump took too long

Think about this as a possibility, can also readjust the schedule of the meet if needed

Stella Neboh suggested a "tiny tots run" to be added to some other events/meets as an easy fund raiser; think about adding this in other cities' meets

#### Adjournment

- Motion to adjourn by Tommy Ratliff, Stella Neboh second; approved

Minutes taken, typed and submitted by Amanda Boston 10-1-13

PROPOSED

**USATF WEST TEXAS ASSOCIATION  
2014 BUDGET**

**REVENUE**

West Texas Association Meet Entries	12-14
Assoc Meet Gate	\$4,500.00
USATF Association Workshop Reimbursement	\$2,000.00
Membership & Club Dues	\$660.00
	\$5,000.00
	<b>\$12,160</b>

**EXPENSES**

Meals	\$100.00
Officials for Association Meet	\$1,800.00
Supplies	\$100.00
Sanctions	\$1,500.00
Postage	\$100.00
Association Workshop Reimbursement	
Timer Fee	\$1,400.00
Annual Meeting	\$4,000.00
USATF WORKSHOP	\$3,000.00
PO Box Rental	\$88.00
	<b>\$12,088</b>



**USAFT West Texas Association  
Statement of Financial Condition  
September 8, 2013**

<b>Beginning Cash Balance</b>	<b>\$18,976.17</b>
<b>Revinue All Sources</b>	<b>\$12,525.10</b>
<b>Expenses through 9/8/2013</b>	<b>\$3,282.51</b>
<b>Financial Position as of 9/8/2013</b>	<b>\$9,242.59</b>
<b>Checking Account Current Balance (8/31/2013)</b>	<b>\$28,593.12</b>
<b>Outstanding Association Debt (9/8/2013)</b>	<b>\$0.00</b>

This report of financial conditions for USATF West Texas Association was prepared by Mark Graves, Treasurer based on the financial documents in his possession. This Report is true and correct too the best of my ability based on these documents.



Mark Graves - Tresurer

September 10, 2013