

USA Track & Field Florida Association Executive Committee 10.30.16  
West Palm Beach, Florida

ATTENDEES:

Angela Harris, President/Youth Chair; Rod Larsen, Executive Vice President/Officials Certification Chair; McLin Anderson, Vice President North/Men's Long Distance Running Chair; Janice Thurston, Vice President South/Officials Representative; Noelle Gayden, Secretary/Mountain, Ultra, Trail Chair; James Williams, Treasurer; Dan Koch, Race Walk Chair; Carmen Jackson, Women's Track & Field Chair; Gary Beswick, Cross Country Chair; Thomas Johnson, Men's Track & Field Chair; Joe Monks, Women's Long Distance Running Chair; Chair; Doug Tillett, Masters' Long Distance Running Chair; Carol Hardemon, Athlete at Large; Paul Baur, Athlete at Large

ABSENT: Doreen Mercer, Athlete at Large

OTHERS: Pam Betz, Sanctions/Membership Chair; Melynda Hani, National Annual Meeting Delegation Alternate.

The meeting was called to order at 2:00pm, with the installation of new officers: President Angela Harris, Executive Vice President Rod Larsen, Vice President North McLin Anderson, Vice President South Janice Thurston, and Secretary Noelle Gayden.

AGENDA ITEMS:

- Discussion regarding the 2016 USA Track & Field Annual National Meeting delegation, expenses and reimbursement: Delegates for national convention were chosen, along with four additional members who will attend various meetings.

Long Distance Running-Men	McLin	Anderson	Yes
Cross Country	Gary	Beswick	Yes
Track & Field Men	Gary	Beswick	Yes
Mountain, Ultra, Trail	Noelle	Gayden	Yes
Track & Field-Masters	Jim	Griffin	Yes
Youth	Carol	Hardemon	Yes
Associations	Angela	Harris	Yes
Youth	Angela	Harris	Yes
Track & Field-Women	Carmen	Jackson	Yes
Race Walk	Dan	Koch	Yes
Officials	Rod	Larsen	Yes
Long Distance Running-Women	Joe	Monks	Yes
Officials	Janice	Thurston	Yes
Long Distance Running-Masters	Doug	Tillett	Yes
Disabled Athlete	Melinda	Wheatly	Yes
Officials	James	Williams	Yes
Youth	Melynda	Hani	Alternate
Track & Field	Paul	Baur	Alternate
TBA	Doreen	Small-Mercer	Alternate

In the past, a set amount was designated however, based on the different traveling needs of each of the committee, it was determined that the following items would be covered: \$80/night for room (expected to utilize double occupancy), mileage to/from Hilton Walt Disney World, tolls, \$195 registration fee, and parking. Parking is reimbursed only if someone is unable to get into the Hilton, which is currently sold out. Some of the members of the committee have an extra room, and if there are issues, members are encouraged to reach out to Angela Harris for assistance. In order to receive reimbursement, each member attending, delegate or alternate, is expected to submit committee reports, expense receipts, and maps to James Williams and Angela Harris in a timely fashion. Discussion regarding a per diem to be added to by-laws. Tabled pending next Executive Committee meeting, where the by-laws will be reviewed and possible changes will be brought to the Association membership to be voted upon for adoption.

- Budgets: Athletics Committee budgets are due to James Williams and Angela Harris in digital format by Jan 9, 2017, and Budget/Finance Committee will meet virtually on a date to be determined. Discussion regarding expectations and budgeting. Explanation as to proper procedure and how the Budget/Finance Committee will make decisions, occurred. The Budget/Finance Committee will then submit the budgets to the Executive Committee for approval. **Discussion regarding monies received from USATF Association events or hosted as such. James Griffin suggested that ALL monies should be submitted to the Association. The Treasurer and President agreed. A process by which this can be accomplished digitally is being explored and the Association will be updated as soon as possible.**
- Discussion regarding the assignment of the date/location for the upcoming 2017 Florida Association Annual Meeting: As there has been a tradition of rotating the meeting throughout the north, central and south regions of Florida, the next meeting will be in Jacksonville. Discussion took place regarding the need for specific procedure in the by-laws, as “tradition” is flexible, and often overlooked. The 2017 FL Association Annual meeting will be Aug 25-26, 2017, with the Executive Meeting on 25th, in Jacksonville, FL. Additional activities, such as an awards banquet, or “Black Tie/Sneakers” event is in discussion to be added to enhance the association annual meeting and build membership participation. (Suggestions for such activities need to be submitted to Angela Harris so that the Executive Committee can approve and move forward with the planning)

#### NEW BUSINESS:

- Executive Committee will begin monthly teleconferences. Movement toward being more “green” is ongoing. For example, finances will be moved to QuickBooks. Memberships, sanctions, etc. are currently already online. Every effort to reduce paperwork, increase productivity, and work in a timely fashion, will be explored. Committee chairs are encouraged to utilize laptops/tablets at their events to sign up new members right at the event.
- Angela Harris nominated Pam Betz to continue as Sanctions/Membership Chair. Unanimously approved by Executive Committee. Pam Betz is to submit the Standard Operating Procedures for backup.
- Association Annual Awards will change to be updated as reflected by the new youth awards. Possible addition of coaches' awards discussed. Members will have the ability to nominate and vote on Committee Awards.

- Election procedures, more specific duties that each committee chair is responsible for, and addition of Sergeant at Arms/Parliamentarian are all under consideration for amendments to the current by-laws, along with possible adjustments to financial reimbursement for Executive Committee for travel and per diem, and the process by which location/date of Association Annual Meeting is determined.
- An appeal request for FL to be their own region again, will be filed.
- Association-specific shirts will be created for those attending the National Annual Convention. Noelle Gayden will email blast 18 delegates/alternates for sizes. Members encouraged to verify their email addresses are up to date to ensure proper communication and receipt of all USATF communications.

Motion to adjourn made at 4:19 by Dan Koch. Seconded by Noelle Gayden. Approved.

These minutes are respectfully submitted to Angela Harris, President, USATF FL Association.

W/R, Noelle Gayden, Secretary