



July Board Meeting Minutes

July 20, 2025 @ 7:00pm

Via Zoom:

<https://us02web.zoom.us/j/88157937949?pwd=YLO5grk4ajDp78exO8MfWR6ciA14Cf.1>

Summary

The board meeting covered updates from our committees including membership numbers, certification progress, and Safe Sport initiatives. Financial and operational matters were discussed, including sanctions income, volunteer tracking, and website improvements, along with reports on recent track and field meets and upcoming events. The group addressed organizational changes including proposed bylaw revisions, the decision to postpone hiring an executive director, and plans for upcoming annual meetings, while also discussing venue selections and scheduling considerations for future competitions.

The Details

1. Roll call

- a. Present: Ivan Faulhaber, Roger Hall, Phil Sutton, Scott Phoenix, Peter Cobin, Lynn Brown, Rick Stucky, Carl Sniffen, Marie VerMeer, Matt Lydum, Gibby Reynolds, Debi Hansen* *Will join after another meeting*
- b. Excused: Carol McLatchie, Pete Castro* *Traffic* Amy Vetter* *Flight*
- c. Membership Observers: Noreen Lane, Joey Barnes, Fran Munkenbeck, Grace Bacari, Fernando Castillo, Gabby Simdars

2. Approval of minutes:

Approved with correction/change in position up for re-election.

3. Committee Reports - *By Chairs/Co-Chairs*

- o LDR (*open position*) No Report

- o Masters (Peter Cobin)

Activities this month are focused on venue searches and athlete of the year 5 nominations so far.

- o Race Walk (Marie VerMeer/Roger Hall)

Marie provided a detailed report on racewalk events, including officiating at Portland Masters Classic, U-20/Nike National, Association JO's, and the 10K Association Championship. Next up for Marie and Roger is the Washington State Senior Games in Olympia followed by the Oregon State Senior Games.

- o Membership (Lynn Brown)

Lynn shared membership numbers: 76 Current Clubs, 3,041 members. This number will jump in November with the start of the cross-country season and early registering for 2026.

- o Certifications (Scott Phoenix)

Scott discussed certification progress and upcoming awards; we will have 11 Association Awards from National as well as 2 nominations for major awards. Numbers are going up for certifying officials in OR.

o Officials (Gibby Reynolds)

Gibby mentioned plans for official awards recognition at the annual meeting in September.

o Open (Ivan Faulhaber)

Ivan reported on venue research for Open and Masters championships, focusing on three possibilities including Linfield and Clackamas Community College, with discussions about budget and past precedents deferred to a future meeting. Ivan also shared information about Red Lizard Running's "Grind Fest" event at Benson High School on August 15th, though Lynn noted concerns about the venue's condition and emphasized the need to verify sanctions before promotion.

o Sanctions (Debi Hansen)

Debbie shared that sanctions income is up to \$46K with only \$2,000 paid out.

o Safe Sport (Carl Sniffen)

Carl provided an update on Safe Sport activities at the recent JO Association meet, where volunteer coordination and waiver collection were handled successfully.

o Communications (Phil Sutton)

Phil reported on website improvements, including adding a dedicated Youth Program tab and creating FAQ documents for major disciplines, while also launching an equipment exchange program for officials that has been well-received.

o Para Athletics (Phil Sutton)

Phil shared international para-athletics news about the IPC and WPSCO seeking new governance structures.

o Coaches Ed. (Tom Millbrooke/ Matt Lydum)

Nothing new to report.

o Youth (Rick Stucky)

Rick discussed the successful completion of his first youth track meet and preparations for the upcoming cross-country season. The conversation ended with a note that JO nominations were expected to begin after the current national competition.

o Treasury (Pete Castro)

Stuck in traffic - no report today.

4. 10k Race Walk Championship Recap

Marie reported on the 10K race walk, noting that while fewer competitors than hoped attended due to conflicts, the event was successful with positive feedback from athletes. Thank you to the officials that came early to make it happen: Marie, Roger, Amy, Lynn, Scott, Rick, and Mike.

5. USATF Oregon Association Junior Olympics Recap

Rick presented a report on the recent Junior Olympic track and field meet, highlighting issues with volunteer recruitment and starting heights for pole vault and high jump events. Gibby shared positive feedback from officials who participated in the meet, noting areas for improvement such as volunteer coordination. The group discussed potential changes to the meet format, including recognizing top athletes in finals and exploring alternative venues with better equipment. They also considered ways to utilize officials more effectively in future meets. Rick presented financial data showing a preliminary net loss of \$5,000, with revenue of \$27,000 from athletic.net, gate admissions, and pending T-shirt sales. The volunteer tracking system revealed some clubs met the 1-in-10 requirement, though there were concerns about accurately tracking 3-step compliant volunteers, Carl noted some volunteers didn't identify their club affiliation at sign-in.

6. USATF Oregon Association Junior Olympics XC Meet locations

The group discussed upcoming track and field events, including Western Oregon University's association meet on November 9th and the regional meet on November 20th. They clarified details about the December 6th USATF selection meet at Glendevore, which qualifies athletes for the Nike event, and confirmed that USATF Oregon is not involved in this national-level coordination. The meeting also addressed the 2026 regional track and field meet dates, scheduled for July 9-12 at Mount Tahoma High School in Tacoma, and discussed potential scheduling conflicts with Hayward Field events, though it was confirmed that the U20 World Championships will be held in August 2026, not during their scheduled window.

7. Bylaws/Policies & Procedures update

Gibby presented proposed revisions to the USATF Oregon bylaws, explaining that the changes were necessary due to the organization's independence from USATF National. The key modifications included moving detailed operational procedures to a new Policies and Procedures document, clarifying terminology, updating definitions, and streamlining language. The bylaw revisions will be presented at the annual meeting on September 21st, requiring a two-thirds majority vote for approval, while the Policies and Procedures document will be reviewed by the board in August.

8. Oregon Annual meeting

The group discussed several key topics related to upcoming meetings and events. Gibby explained that if the bylaws are ratified, committee chair elections would begin in 2026, with a transition schedule to be developed to avoid replacing all chairs in one year. The group decided to proceed with a presentation at the annual meeting to explain the bylaw changes, despite Matt's suggestion to omit it. Lynn provided details about the Oregon Annual Meeting on September 21st in Canby, which will be open to current members from 1-4:30 PM.

9. National Annual Meeting

The group also discussed the upcoming National Annual Meeting, which may be held as a hybrid event in Florida in December, pending a board vote on August 3rd. Finally, Lynn mentioned that she had ordered merchandise for the National Meeting, with a total cost of \$616.15, and that the group would learn more about the Grow to Impact Grant funding at an August meeting.

10. New business

The meeting focused on the decision to postpone hiring an executive director for at least a year to evaluate current operational needs. Gibby explained that while the position is not mandatory according to the bylaws, the duties previously handled by Jerry, the former executive director, have been delegated to other committee members. The group discussed the challenges of replacing Jerry's work, particularly in timing services for track and field events, and decided to utilize alternative timing services for upcoming competitions. Lynn emphasized that the president would continue to delegate necessary tasks, and Gibby encouraged board members to provide feedback on any gaps in service that an executive director might address.

Meeting adjourned by President Lynn Brown.

Next steps

- Board Members: Review draft bylaws with proposed revisions and email feedback to Gibby by August 15th
- Bylaws Committee: Finalize draft policies and procedures document for board review in August
- Bylaws Committee: Incorporate board feedback, prepare final draft for membership distribution by Aug. 22nd
- Rick: Share detailed meet improvement suggestions document with the Board and Competition Committee
- Rick & Competition Committee: Develop plans to make Sunday finals more special for athletes
- Rick: Reach out to Region 13 organizations to explore solutions for volunteer recruitment
- Executive Committee: Review policy regarding meet sanctioning fees for clubs with poor volunteer participation history
- Fernando & Rick: Continue monitoring Mount Hood's progress on new pole vault equipment installation
- Rick & Fernando: Review and establish clear starting heights for pole vault and high jump events for next year
- Lynn & Gibby: Create presentation for Annual Meeting incorporating committee reports and award winner info
- Committee Chairs: Send award winner information and pictures to Lynn for annual meeting presentation
- Phil: Work with Lynn on setting up registration process for annual meeting
- Lynn: Coordinate Annual Meeting setup at Canby location on September 21st at noon
- Phil & Ivan: Follow up on Red Lizard's Grind Fest event to verify sanctioning status and safety requirements
- Ivan: Contact Red Lizard about their potential hosting of association/regional cross country meets
- Marie & Roger: Identify recipients for racewalk awards
- Marie & Rick: Schedule dates for judging clinics and racewalk coaching online clinic
- Peter & Ivan: Continue venue research for combined Masters, Open, and Race Walk championships
- Competition Committee: Review potential schedule adjustments for 10K racewalk event timing in future meets
- Lynn: Send invoice details to Debbie for association merchandise purchase
- Debi: Process payment for merchandise ordered when invoice arrives
- Lynn & Amy: Attend meeting in August regarding the Grow to Impact grant allocation details
- Board Members: Monitor and report any gaps in executive director duties during the one-year evaluation period