

**AEC Conference Call**  
**January 29, 2012**

**Attendees:**

Karen Krsak	Jackie Callender	Ed Koch	Pat Pretty
Marlene Atwood	Pam Fales	Andy Martin	Bill Roe
Linda Bommicino	Val Foss	Ron Mascarenas	Alan Roth
Katherine Branch	Mike Hinz	Jim McKee	Steve Viatones

Conference call began at 8:10 pm ET.

**Region Reps** – feedback from reps on the turnout on their meetings at the Convention. Mike reported a good turnout and that they settled their site for the Championship Meet. They also decided to form a regional grievance and arbitration panel so there is a bigger pool to pull from. Jackie reviewed the accreditation process and the grievance mandates. Pam also reported good attendance and concern about on-line sanctions from East. Marlene reported slightly lower attendance because people were confused as to what region they belonged to and which room to go to. We discussed scheduling problems with our Regional meetings and the Masters Region meetings. Ed said he would make a note to look out for the conflict in the future since he is on the scheduling committee.

**Association Workshop** – the deadline for bids is 1/30/12. We need to move on this quickly as it is getting late to get this set up. Three Associations have an interest. Hope to have an announcement by 2/15/12. Andy pointed out that the bid process has been streamlined since the National Office travel partner will be negotiating with the hotels.

**Sanctions** – We will not start the new fee structure until 2013. A lot of progress has been made toward the on-line sanction process. Because it will be much easier to do a sanction on-line, there may be a problem with late submissions. So, the Task Force will discuss implementing late fees to encourage events to sanction at least 30-60 days in advance of their event. New Jersey and New England wanted to go on record as not wanting to be part of the on-line sanctions. They want to handle sanctions on their own.

**Membership Cards** – first batch of 13000 went out on Dec 20<sup>th</sup>, but there was a data management problem and approx. 2,000 people who should have been in that batch were not. Once that was identified, those cards went out first class on Jan 19<sup>th</sup>. We have now done 4 mailings and will now do a weekly mailing going forward. A renewal notice went out on Friday, 1/27 to all those who have not yet renewed, and additional reminders will be sent on the 1<sup>st</sup> of each month.

**Websites** – Fourteen Associations has joined the USATF network and are using the template and content management system that is part of the package. This is providing a service that some Associations really needed. Since we have this new service, there is no longer any excuse for a bad website. Jason left and we have a new replacement. Steve asked that Associations be informed when personnel changes occur at the National Office.

**Delivera** – 55 of the 57 Associations have provided a name for the Communications Coordinator. Only 11 did not attend one of the 7 training seminar. Six of the Associations have sent out at least one email. Marlene also asked if the Region Reps could have an account so they could communicate more easily with their Associations.

**Association Manual** - Andy has made a ton of progress on it, creating templates and forms. Chapter Two, Association Administration, has been broken up to financial controls, budgeting and financing. It is one of Andy’s goals to complete the Manual in the first quarter.

**Accreditation Review** – Karen would like to have a complete review of all the categories to ensure they are still appropriate and right. There are too many questions on this subject. We also need to include the grievance section and the official’s numbers. We have gone through 10 years of the accreditation process, so it is the appropriate time for a review. Andy suggested a combined Organization Services and Associations Committee task force on this subject. Send Karen an email if you are interested in serving on this task force.

Andy reported the following:

- As follow-up to the Organizational Services Committee meetings in St. Louis, letters were sent to 22 Associations regarding Plan for Improvement Reports that must be submitted by March 30 or June 30. There are three (3) Associations currently being monitored as they are under \$5,000 in assets and thus the committee is working to ensure they are aware that they are in danger of being fiscally insolvent.
- Current accreditation level information is below

Accreditation Level	# of Associations	Notes
Full	42	5 have recently been identified to start a Plan For Improvement due to a deficiency that was identified in 2010
Provisional	9	
Suspension of Voting Rights	5	
No level assigned	1	New York

**Region Meet Bid Form** – Andy and Marlene have been working on a standard form to use for bids for the Region Meets. That should be going out soon.

**Association Information pages on National Website** – Please check your Association information pages on the USATF website to ensure all of the information is correct. If a President, Secretary, Membership Chair, or Sanction Coordinator is not listed it is most likely because they have not renewed their membership for 2012 (or joined as a new member). Sherry has been sending emails to all of the Associations to look at the pages but more help is needed.

**Association Grant Applications** – deadline is May 30. \$15,000 available.

**Andy’s Goals** – Andy has identified six major projects that he will focus on this year: He will also find ways to reduce working on initiatives not connected to the major projects. The projects are:

1. (completing the) Associations Manual
2. (completing the) Online Sanctions System
3. Club Membership system
4. Membership Card fulfillment improvements
5. Club Member Benefits – what are working; what are not
6. Club Handbook

**Region 8 Youth Meet** – has been told by the University that they must have all officials and volunteers background checked. This was just put into place in the wake of the Penn State scandal.

Meeting adjourned at 9:25 pm. Our next call will be February 19, 2012.

Submitted by  
Linda Bommicino, Secretary