

**USA Track & Field New England  
Double Tree Hotel, Waltham, MA  
Annual Meeting Minutes  
September 15, 2011**

Present: *See sign in sheet*

The meeting was opened by President Stephen Viegas at 6:45 PM

Vice President John Oleski made a presentation of the 2010-2011 Athletes of the Month

Molly Huddle	September 2010
Pat Moulton	October 2010
Dan Vassallo	November 2010
Samantha Hicks	December 2010
Stephanie Reilly	January 2011
Katie DiCamillo	February 2011
Ben True	March 2011
Ruben Sanca	April 2011
Jan Holmquist	May 2011
Keelin Godsey	June 2011
Emma Fitzgerald	July 2011
Antonio Palazzo	August 2011

**President's Comments:**

President Stephen Viegas introduced the officers, sports chairs and athletes representatives of the association.

He then made brief remarks, noting that among USATF associations, New England was consistently in the top 5% and was recognized at the USATF Annual Meeting. He explained that the association introduced Executive Committee meeting which have improved the monthly BOG meetings. He explained that a new budget process now includes the Sports Chairs and social events. The association has added some new events including the Eastern Region Masters T&F Championships and an Association Masters T&F Meet. Also we will have for the first time an Awards Banquet.

**Managing Director's Report:**

Managing Director Steve Vaitones delivered his report. He said for the second consecutive year the association was awarded the Bronze award at the recent Association Workshop he and President Viegas recently attended. He reported criteria for the award was the over 500 sanctions, Annual Meeting Delegates, functional website and coaches education sessions.

He noted a number of activities the association conducts including a USA vs. Canada race walk meet. The 2011-2012 cross country meet is posted on line. Low attendance at T&F meets continues to be a problem.

He told members they would be receiving a letter of solicitation from the association seeking volunteers for a Grievance Panel if needed.

He concluded his report by asking members to consider volunteering which would allow the association to support programs.

### **Treasurers Report:**

Stephen Peckiconis distributed copies of the Sept 2010 – Aug 2011 Balance Sheet and Profit and Loss statements. He explained the majority of the association revenue totaling \$118k is from membership dues, sanctions and club dues and programs account for another \$32k after expenses. He explained the 2011 margin should be approximately \$33k and August 2011 Balance \$439k. Stephen responded to several question from the members.

### **Chairs Report:**

All reports are written and on line at the association website and will be posted online.

### **Association By-Law Changes and Voting for Approval**

Steven Viegas explained that after the 2010 elections he received a letter from Greater Boston Track Club president stating the 2010 elections did not adhere to the by-laws. Steve said he appointed Vice President Jim Garcia to chair a review of the by-laws and present proposals for change. In addition to election issues other clarifying changes were presented for approval. The changes are attached. The results were as follows:

Items 1, 2, 3, 5, 6, 7, 8, 9, 10 and 11 passed.

Item 4 failed with a vote of 16 for, 6 against and 7 abstentions.

**Old Business:** Steve called for old business there was none.

### **New Business:**

The first order of new business was the association elections.

Sports chairs.

The following slate of sports chairs were nominated and seconded. A vote of acclamation was requested. All candidates were elected.

Men's LDR

Jason Zagami

Women's LDR	Lisa Doucett
Master's LDR	Skip Cleaver
Open Track and Field	Mike Toomey
Masters Track and Field	Mike Travers
Race walking	Justin Kuo
Mountain Ultra Trail	Paul Kirsch

#### Cross Country:

The following candidates were nominated and seconded, Bill Newsham and Dan Hocking.

Dan Hocking was elected cross-country chair in the vote of 23 to 5. Bill Newsham was not present.

#### Athletes Representatives:

The following candidates were nominated and seconded for the three athletes representatives positions.

Jennifer Lee, Bob Cedrone and Jeff Caron.

The candidates were elected without opposition.

#### Annual Meeting Delegates:

The following persons were nominated and seconded and elected for the position of annual meeting delegates:

Steve Vaitones, Steve Viegas, Laurie Boemker, Carla Coffey, Dave Dunham, Jim Garcia, David Kerin, Paul Kirsch, Justin Kuo, Larry Libow, Kathy Nary, John Oleski, Stephen Peckiconis, Gary Snyder, Mike Travers, Dan Hocking, Joan Bohlke, Jeff Caron and Pat Lavelle.

Steven Viegas entertained a motion to adjourn. He explained that the vote of annual meeting delegates would be tallied and because USATF requires that certain constituencies be represented in the delegations that the delegation will be finalized after the meeting and the elected delegates notified by the Association.

The meeting adjourned at 10:07 PM.

Respectfully submitted,

Gary Snyder, Secretary

## **Proposed Amendments USATF-NE Bylaws 2011 Annual Association Meeting – Waltham MA**

The following changes are proposed to the bylaws of USA Track & Field New England. These changes will be proposed by form of motion(s) at the 2011 annual meeting of the association on September 15, 2011, at the Doubletree Hotel in Waltham, MA. The business meeting will begin at 7:00 PM.

**Guide to changed language:** Strike-Through indicates removal of the struck through language from the current language of the bylaws. Underline indicates addition of the underlined language.

**For your reference:** The full text of the entire bylaws of USA Track & Field New England may be found at <http://usatfne.org/board/bylaws.html>.

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### **Item 1 - Amend Article 5 – Meetings, as follows:**

The annual meeting of members shall be held at a time and place designated by the Board of Governors, on the third Thursday in September each year, in the month of September, not later than September 30. Special meetings of members may be held at any time called by the President, after the proper notification. A written notice of any meeting of members stating the time and place and the purposes thereof shall be given by mailing the notice to the Officers and Committee Chairpersons of USATF-NE and each member club in good standing at least thirty (30) days in advance of such meeting, and by posting said notice on the web site of USATF-NE at least thirty (30) days prior to the meeting. The presence of 25 members who are eligible to vote shall constitute a quorum at any meeting.

*Rationale:* Allow for flexibility in the date. **Item 2- Voting in the Association. - Election procedures.**

### **Amend article 6.B.3 as follows:**

Credential disputes must be resolved before the election process is started with nominations and/or the report of the nominating committee. See Article 6.A.4 for details on voting eligibility.

*Rationale:* lead folks to the actual rules on eligibility.

### **Item 3: Voting in the Association. - Election procedures. Amend Article 6.B.5 as follows:**

The President and Secretary of the Association must be elected by a majority of the ballots cast. If a run-off election is necessary, because either there is a tie or there is not a majority, there will be a second, and third, etc., vote as necessary. The notification requirement will be the same. Candidates may be allowed to speak or answer questions from the audience if so desired. The election format will be decided on prior to the election. For other board elected positions other than national delegates, other than President and Secretary, a plurality may be accepted, except in the first round of voting.

*Rationale:* Need to clearly state how we will operate if there are multiple ties. Allows specifying the actual format (question and answers) prior to the election.

### **Item 4: Voting in the Association. - Election procedures. Amend Article 6.B.6 as follows:**

National delegates shall be elected at the annual meeting of members. A plurality vote may be accepted for election. If a vacancy shall occur during the term of a national delegate, the President may fill such Vacancy by appointment. Voting for National Delegates may be delayed until after voting for all Committee Chairs and Athlete Representatives. *Rationale:* Para 6: need to align with how we currently do things

### **Item 5: Voting in the Association. - Election procedures. Amend Article 6.D.2 as follows:**

Committee Chairs 1. All cCommittee cChairs, whether elected or appointed, must be at least 18 years of age and members of the Association. Chairs shall be elected or appointed for specific terms which are determined prior to the voting for the position. 2. Date, time and location for the election of sport committees shall be set separately from the general election, and shall be advertised to all member organizations in the Association active in the discipline. The election may take place at the posted time on the same date and at the same location, immediately following the general election. Voting for Committee Chairs may be held prior to voting for national delegates *Rationale:* allow for committee chairs to be elected in general meeting

### **Item 6: Article 9 – Duties of Officers – President. Amend as follows:**

The duties of the officers of the Association shall be those which are promulgated from time to time by

the Board of Governors and, in addition, are as follows:

President. The President shall preside at all meetings of the Association and shall be an ex-officio member of all committees. Subject to the direction of the Board of the Association, the President shall manage and supervise the affairs of the Association; and select Committee Chairs and other such members that he or she is entitled to appoint as well as other appointments authorized by these Bylaws and the Operating Regulations of USATF after consultation with the other officers. He or she may likewise terminate such appointments for good cause upon written notice to such appointees and the other officers;

*Rationale:* provide a clearer description of duties, but not an exhaustive job description. **Item 7: Article 9.B - Duties of Officers –Vice President. Amends as follows:**

Vice-Presidents. The Vice-Presidents shall perform such duties as shall be assigned to them by the President. In the temporary absence of the President from a meeting, the President, or the Board of Governors if the President is not available, shall appoint one of the Vice Presidents to be acting President during the meeting;

*Rationale:* provide a clearer description of duties, but not an exhaustive job description.

**Item 8: Article 9.B - Duties of Officers –Treasurer. Amends as follows:**

Treasurer. The Treasurer shall perform the following duties, including, but not limited to: 1. Receive and account for all funds of the Association.

2. Keep or cause to be kept a correct and complete record of account, showing accurately at all times the financial condition of the Association.

3. Have charge and custody of, and be responsible for, all funds, notes, securities, and other valuables which may from time to time come into the possession of the Association;

4. Deposit, or cause to be deposited, all funds of the Association with such depositories as the Board shall designate; i.e., Furnish or cause to be furnished at all meetings of the Board, or whenever requested, a statement of the financial condition of the Association;

5. Maintain investment accounts and, under policy determined by the Board, make investments in the name of the Association in a prudent manner, taking into account the cash flow needs of the Association and other relevant factors; and 6. In general perform all duties pertaining to the office of Treasurer.

*Rationale:* provide a clearer description of duties, but not an exhaustive job description.

**Item 9: Article 9.B - Duties of Officers –Secretary. Amends as follows:**

Secretary. The Secretary shall make proper arrangements for: keeping the records of the Association, including all minutes of meetings of the Association and its Board, conducting all official correspondence of the Association and issuing official notices of all meetings of the Association.

*Rationale:* provide a clearer description of duties, but not an exhaustive job description. **Item 10: Article 10.C, Board of Governors –Managing Director**

A Managing Director (hereinafter Director) may be hired to conduct the business of the association under the direct supervision of the President. The Director shall report to the Board of Governors monthly or more often if so requested.

The Managing Director shall perform the following duties, including, but not limited to: 1. Manage the office,

2. Attend association events, as necessary,

3. Manage the membership details of the association and process sanction events. *Rationale:* provide a clearer description of duties, but not an exhaustive job description.

**Item 11: Article 11 – Committees**

Sport Committees. The Sport Committees are: race walking, cross country, track and field, youth athletics, master's long distance running, master's track & field, men's long distance running and women's long distance running, and mountain, ultra & trail running (MUT).

**Item 12: Housekeeping – Correct Typographical errors, and capitalize all Officers and board member positions. Throughout document.**

*Rationale:* Correct typographical errors, and consistently capitalize positions of officers and board member.

## 2011 Annual Meeting Attendees

Courtney	Bird	FTC	Dave	Kerin	UA
Laurie	Boemker	Official	Paul	Kirsch	MUT/WMM
Joan	Bohlke	VP/NBB	Justin	Kuo	Racewalking/NEW
Jim	Burgoyne	TwIThrow	Pat	Lavelle	Official
Bob	Cedrone	TwIThrow	Jennifer	Lee	Athlete Rep/GBTC
Skip	Cleaver	LDR?GCS	Larry	Libow	Youth/MVel
Kevin	Curtin	NBB	Chris	Lowe	GBTC
Tom	Derderian	GBTC	Gordon	MacFarland	CSU
Jeff	Caron	NBB	Ted	Norton	BAA
Jason	Zagami	HFC	John	Oleski	VP/MassVel
Jim	Garcia	VP/GLRR	Robert	Palazzo	TwIThrow
Jim	Chamberas	TwIThrow	Antonio	Pallazo	TwIThrow
Yvonne	Green	NBB	Stephen	Peckconis	Treasurer/CSU
Michael	Gonnerman	HHS	Gary	Snyder	Secretary/MVel
Salah	Habib	MAC	Peter	Stasz	GSH
Matthew	Haringa	GBTC	Joe	Tranchita	WTC
Daniel	Hocking	NBB	Mike	Travers	MastersTF/Mvel
Jan	Holmquist	LAC	Steve	Vaitones	Managing Director
Samir	Hossaini	MAC	Stephen	Viegas	President/MVel
Nate	Jenkins	unattached	Susan	Walmsley	BAA
Ruben	Sanca	unattaches			