

October 10, 2003

Memorandum

To: Chuck Woodring, President
From: Terry Layton, Secretary
Date: 10/10/03
Re: Minutes of SC USATF Annual Meeting on 9/20/03
Attachments: Meeting Agenda
List of Attendees
2002 vs 2003 Numbers
Accreditation Report

The annual meeting of the South Carolina Association of USATF was held 9/20/2003 at Saxe-Gothe church in Lexington, SC.

President Chuck Woodring convened the meeting at 2:20PM. The Agenda for the meeting is attached as well as a list of the attendees.

Terry Layton, Secretary, read the minutes of the 1/11/03 Association Meeting. **Motion** by John Blackburn: "Accept minutes as read"; Seconded by Sam Kennedy; Motion passed unanimously.

Treasurer's Report

Treasurer, Dick Richards, was not present.

Report of Officers and Committees

President. President Woodring presented the President's Report:

1. Reported on updates to the Association website, www.usatf.org/assoc/sc. He encouraged everyone to visit the site. Officials should provide brief bios for posting on the site. Anyone having athlete and event photos should send copies to President Woodring for inclusion for posting.
2. Bill Strotman of Greenville, will serve as the editor of the Association newsletter. Bill, a New York native transplanted to Greenville, writes a weekly column on running for the Greenville newspaper. The Newsletter will be published quarterly with the first issue coming out in late Nov. Association Officers and Committee Chairs should submit items for inclusion to President Woodring by Nov 1.
3. The Association has grown in almost all membership categories within the past year. Total membership was 609 in 2002 and, in 2003 it is 944, for example. A table showing the year to year comparison is attached.

First Vice President. First Vice President Rod Cowan was not present.

Second Vice President. Second Vice President Sam Kennedy had nothing to report.

Secretary. Secretary Terry Layton deferred his report to the Old Business/New Business part of the Agenda.

Athletics for the Disabled. Jack Todd, Chairman, No report.

Financial. No report. Chairman Woodring stated that an audit will be performed by the end of October.

Long Distance Running. Selwyn Blake who is considering accepting the Chairmanship of the Long Distance Running Committee gave a presentation on road running requirements. Some of the points Selwyn made are:

- Use of the USATF logo on many running events within the state;
- The promotion of team related running events could be a positive thing for the Association;
- The Association should consider holding a state-wide LDR training camp;
- The Association should also use timing chips in road race events and should consider the purchase of a system which could be rented out. A complete system could cost in the neighborhood of \$20K.
- Refreshments should be served at all Association meetings.

Masters Track and Field. No report.

Member Services. No report.

Men's Track and Field. No report.

Officials. Co-chairman Brian McCue presented the report.

- Thanked John Blackburn for his years of officials contributions;
- Discussed Clyde Crimmell being the co-chair;
- Has held several Officials clinics with excellent turnover. After completing a clinic, a potential official must complete a written test, submit a digital photo and form, plus a \$10 fee to the National USATF office;

- All officials should submit by year end a resume listing the events at which they have officiated. The resume can be used in conjunction with a request for promotion to an advanced officiating level;
- All officials must be re-certified in Olympiad years.

Race Walking. No report.

Road Racing. Selwyn Blake presented this report as part of the Long Distance Running report.

Women's Track and Field. No report.

Youth Athletics. Chairwoman Val Beasley's report is attached.

Old Business

Association Accreditation. Presented by Terry Layton. National USATF has granted the Association a **Provisional Accreditation** based on information previously submitted. The Association is deficient in 7 of 8 required Standards and 5 of 9 other Standards. The Association must respond with a Plan for Improvement by Oct 31, 2003. There appear to be no serious impediments to meeting all Standards.

Bylaws update. Presented by Terry Layton. National USATF found the Association's Bylaws deficient in several respects, mostly related to member voting procedure at Regular & Special Association meetings. Under the authority of Article 23, the Association officers made appropriate changes to the Bylaws and submitted the revised Bylaws to the National office.

Summary of new voting procedure. The procedure sets a maximum of 100 votes on any issue. These 100 votes are split as follows: Athletes Constituency, 20; Officials Constituency, 20; Coaches Constituency, 20; Clubs Constituency, 20; and Others Constituency, 20. On checking-in at a meeting, each member chooses one of the Constituencies for which he or she is eligible. Should any constituency have more than 20 representatives, the constituency must caucus prior to voting to determine how the 20 votes are to be split.

Motion by John Blackburn: "Accept changes to Association Bylaws required by National USATF"; Seconded by Chuck Woodring. Motion passed unanimously.

A copy of the updated Bylaws will be sent to the National USATF office and will be posted on the Association webpage.

New Business

Election of delegates to National Conference, Dec 4 - 7, 2003, Greensboro, NC. Terry Layton reported that Dick Richards, Treasurer, advised that the amount reimbursed for attendance should be a maximum of \$900. John Blackburn advised that the Association is entitled to 12 delegates.

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Motion by John Blackburn: "The Association should pay \$150 registration fee for all Association delegates to 2003 National USATF Conference"; Seconded by Chuck Woodring; Motion passed unanimously.

Motion by John Blackburn: "Association officers are delegates to 2003 National Conference. The following named individuals are also Association delegates: Brian McCue, John Blackburn, Rusty Shealy; Norman Venya, Linda Ellis, Rich Walden, Andrew Allden, Clyde Crimmell"; Seconded by Val Beasley; Motion passed unanimously.

Terry Layton, Secretary, elected to be excluded from the list of delegates.

Motion by John Blackburn: "Association Officers have the authority to establish order of priority for alternate delegates, if any, for persons indicating by US Mail or e-mail prior to Oct. 15 an interest in being an alternate delegate The Association President shall establish priority for anyone responding after Oct. 15"; Seconded by Brian McCue; Motion passed unanimously.

Nominations & Elections

Awards Presentation

Adjournment

Articles of Amendment

1. Article 6(D). Change "... under Article 19 of these ..." to "... under Article 7 of these ...";
2. Add the following to the end of Article 7(A): "Any notice in a meeting change in the election process must be given at least fourteen (14) days prior to the meeting. The proposed agenda shall be included along with the meeting notice."
3. Replace Article 9, Voting, in its entirety with the following:
 - A. At the Annual or Special Meetings the following shall apply:
 1. Nominating process: Nominations may be made and must be allowed from the floor at the Association's in-person election meeting. A candidate must be a member of the South Carolina Association and be at least 18 years of age (at the start of the term of office). A candidate needs one (1) nominator and one (1) seconder who both are members of the Association.
 2. Conduct of voting: This Association shall use a balanced meeting ballot where only selected members of the Association are eligible to vote.
 - a. Number of votes: There shall be a maximum of 100 available votes, divided among the following five constituencies: eligible athletes, coaches, officials, organizational members, and other members (which may include elected officers of the Association);
 - b. Voting strengths: Each constituency above is entitled to the following maximum votes: eligible athletes 20 votes, coaches 20 votes, officials 20 votes, clubs 20 votes, and other members 20 votes;
 - c. Disputes: Credential disputes must be resolved before the election process is started with nominations and/or the report of the nominating committee;
 - d. One-person, one-ballot: Individuals who are eligible to cast a ballot in more than one constituency must choose one constituency in which to vote at the meeting;
 - e. Caucuses: Constituencies with more individuals than votes allowed will caucus before the election to determine the voters or apportionment of votes;
 - f. Athlete caucuses: In an athlete caucus, youth (18-year old), open (non-international ages 19-39), international ("ten-year" rule regardless of age), and masters (40-and-above) athletes must each be represented if member athletes are present and available. In such a case, the number of votes granted to a division above shall be as equal as possible, regardless of the number of athletes present from a division.
 3. Voting Criteria
 - a. One (1) person shall cast (1) ballot, regardless of the number of positions that person has within the Association;
 - b. There shall be no proxy voting;

- c. Minimum Age: Voters must be a minimum of age eighteen (18) on the day of election;
 - d. Organizations shall have a minimum of one vote, and each vote cast must be by a different representative;
 - e. All organizations entitled to vote must be members of the Association, and all voters must be members of USATF;
 - f. Voting membership deadline: Except for renewals from the previous year, individuals must be members in the month which ends more than one full month preceding the election (e.g. if the election is held at any time in September, the membership must be processed by July 31st).
 - g. An appointed committee chair or Board member shall not vote in elections in that capacity, but may otherwise qualify for a vote.
4. Conduct of Voting:
- a. Credentials: The report of the Credentials Committee must take place prior to any nominations. Disputes must be settled before the election process is begun;
 - b. Uncontested elections may be voted by acclamation;
 - c. Contested elections must be held by secret ballot;
 - d. Counting of ballots: A panel of at least three (3) individuals, at least one (1) of whom must be an athlete, shall count the ballots and sign the tally. All panel members shall be of voting age. The panel shall not include any individual who is a candidate for a contested office.
4. Article 12(B). Change "... under Art. 19 (B), ..." to "... under Art. 17(B), ...".
5. Add the following to Article 13:
- a. All committee chairpersons whether elected or appointed by the President, 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 voting for or appointment to the position.
 - b. When requested by two (2) or more member organizations of the Association, sports committee chairs shall be elected. When the sports chair is elected, the election shall take place at a meeting, which is held separately from the general elections, either by time or location, and at a minimum 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.
6. Renumber Bylaw Articles in sequence.

Adopted this _____ day of _____, _____

Signature - President

Printed name and address

Chuck Woodring
134 Charping Lane
Anderson, SC 29621

Signature - Secretary

(CORPORATE SEAL)

Printed name and address

Terry Layton
4405 Boxwood Circle
Myrtle Beach, SC 29577