

USATF SOUTHERN ASSOCIATION  
EXECUTIVE COMMITTEE MEETING  
AUGUST 22, 2014  
MINUTES

MEETING ATTENDEES: DENNIS GROLL, REV. BURNETT KING, SR., JACKIE CALLENDER, MARTHA HARRIS,  
GLORIA LOUIS, KEITH JOHNSON AND EARLETT BUCKLEY

REV. BURNETT KING, SR., SOUTHERN ASSOCIATION CHAPLIN OPENED WITH A PRAYER

MEETING WAS CALLED TO ORDER BY ASSOCIATION PRESIDENT DENNIS GROLL

**BID PROCESS: It was agreed that we need to draft a policy for bids for goods and services. This policy should be in place and readily available for use.**

**This draft policy should be forwarded to the 2<sup>nd</sup> Vice-President of Administrative services.**

PAYMENTS DIRECTLY TO OFFICERS FOR SERVICES: It was discussed and agreed upon that any business/professional services for anyone that we conduct business with should sign a contractual agreement. This will assure that the individuals we have an agreement with, will be liable for doing the services in which they are receiving payment for.

It was discussed that we should form a Meet Contract committee – this committee should be chaired by the 1<sup>st</sup> Vice president and should be comprised of the Youth Chair, Master's Chair, LDR Chair, Men/Women Track and Field Chair and the Race Walking Chair.

PROPOSED AMENDMENTS TO THE HOST SELECTION PROCEDURE WERE DISCUSSED:

- II. A. The years 2015-2018 it is recommended that you have successful hosted Association Junior Olympics
- B. By the year 2019, you must have successfully hosted an Association Junior Olympics
- IV. It is recommended that teams co-host the Region VI Junior Olympic meet if possible.

C. **CROSS COUNTRY**

- I. **Invitational**  
**3<sup>rd</sup> weekend of October through USATF National Junior Olympic Championship**

OPERATIONAL PROCEDURES

**The Executive Committee discussed encouraging the body to put things in writing to avoid fewer questions and/or concerns as it relates to the procedures by which we operate.**

## **COMMITTEES**

The Executive Committee discussed the need to continue with working committees. It was expressed that it is necessary that committees continue to operate throughout the track season.

## **ASSOCIATION CHAMPIONSHIP**

The Executive Committee discussed the need to develop a cost +plus contract for anyone interested in hosting this meet.

For all championship meets the host clubs should have Coach O make checks payable to USATF Southern Association to avoid delays in the Association completing a financial report for the respective meet.

## **FINANCIAL STATEMENTS**

President Groll suggested using Quick Books as the program for presenting/developing the financial statements.

## **EVALUATION OF CHAMPIONSHIP MEETS**

It was recommended that an evaluation been done after all championship meets. This is being recommended to assist in running quality meets.

## **AMENDMENTS/UPDATES TO BY-LAWS**

Parliamentarian Keith Johnson discussed technical amendments as it related to verbiage in the bylaws that are online.

## **WEBSITE POSTINGS**

Executive Committee was reminded that in order to have something posted on the website it had/has to go through President Groll.

**MEETING WAS ADJOURNED.**