Niagara Association Executive Committee Meeting

Sept 15, 2025

The September meeting of the USATF Niagara Association Executive Committee was called to order by President Don Lawrence at 8:02 pm EST. The following Committee members were present: Don Lawrence,Sonja Robinson, Rozanne Redlinski, Matt Merrill, Eric Boyce, Danielle Anderson, Kelsey Ryan, Lex Landimer, Jacky Mendes, Jim Glinsky and Kathy McLymond. Not in attendance were: Mike Nier, Terry Eason and Sharon Gruttadauro.

The meeting began with the approval of the Minutes from the August meeting. Don Lawrence moved to accept the minutes, which were seconded by Sonya and approved by the group. The team discussed the annual meeting, presidential appointments, and the success of the Oak Tree 5K event, which provided good exposure in a different market. Don emphasized the importance of expanding their reach within the Niagara Association and the positive impact of the event on their Runner of the Year program.

Kelsey discussed the upcoming Pete Glavin series at Bassett Park, which will feature a youth meet at 10 a.m. followed by an adult 5K race. A separate youth race will be at Mendon Ponds on October 5th. Don confirmed he would assist at the Mendon Ponds event, noting it is officially a USATF event despite not being a championship. Kelsey shared positive feedback about increasing youth participation in cross-country.

Jacky Mendes reported that the organization is $700 behind in revenue compared to this time last year; but, $2,000 ahead compared to 2023. Jacky mentioned that July's cash distribution has been received. Don expressed appreciation for Jackie's work and mentioned that the organization is one of the 20 out of 56 that are in good standing with their accreditation.

Sonja provided an update on youth activities, noting that everything for the Fall is in place and that she is waiting for responses from the National office regarding meet setup and approvals. Don agreed to check on the availability of medals and ribbons.

The group discussed having an Association chair or representative attend regional and national meets, with Sonja proposing to observe and gather insights for future hosting. They explored ideas to support coaches and athletes, including providing a shared tent, basic supplies, and organizing pre-meet briefings. Kelsey shared challenges with the current system, highlighting confusion and financial burdens for coaches. The group agreed on the importance of better organization and support for teams competing at nationals.

The group discussed upcoming Regional and National track and cross-country events, including a Regional meet on November 22nd and the USATF National Championship in December. They addressed logistics for youth cross-country teams, with Sonja needing access to Brett's youth email account to coordinate communications. Eric provided updates on local competition results and upcoming events, noting that the Runner of the Year awards were nearly finalized. Matt reported on high performance track and field activities, focusing on preparations for indoor track season.

The Committee discussed logistics for an upcoming cross-country event, focusing on insurance, medical coverage, and course setup. Don confirmed he would handle the JO portion insurance, while Kelsey Ryan sought clarification on emergency services requirements, learning that an athletic trainer or nurse would suffice, with 911 backup nearby. The group agreed to recruit volunteers for course direction and setup, with Pat Janiga returning as starter, and discussed using stakes and tape for course marking, similar to Bassett's setup. Lexi Landimer offered as a backup emergency responder, pending soccer schedule confirmation.

The EC also discussed Safe Sport requirements for upcoming youth cross-country championships. Lexi reported that event organizers need to ensure background checks and updated training for staff and verify participants against the centralized disciplinary database. Don shared that they acquired a race clock from Lexi's organization, which will be tuned up by Leon Timing, and mentioned receiving new storage bins and labeling them for organization. The EC confirmed plans for the Annual meeting, with four in-person attendees and four virtual participants. This would help us stay within budget by keeping the number of in-person attendees to four.

Next steps

- Sonja, Kelsey, Danielle, and Lexi: to register for the virtual USATF annual meeting by November 15th
- All virtual attendees: to attend relevant sessions at the USATF annual meeting on December 5-6
- All meeting attendees: to submit expense forms and meeting summaries to Rozanne by December 15th. Rozanne will forward collected expense forms to Jackie and Dan for reimbursement processing
- All board members: to review their areas of expertise on the website and report any issues to Rozanne and Don
- Rozanne: to submit the corrected meeting minutes to Andy
- Sonja and Danielle: to discuss offline about using photos in promotional materials and address concerns about the sponsorship materials
- Jackie: to follow up with CPAs regarding the $9.90 QuickBooks issue and 990 filing and to complete the CHAR500 once the 990 is finalized.

Membership report:

Niagara Membership Report 12 September 2025

	Male	Frmale	Total	%
Youth	315	299	614	46%
Open	169	97	266	19%
Masters	311	157	468	35%
Total	795	553	1348	
Clubs	56			

We increased by 15 individual members since the last report.

On 18 August 2024 we had 1304 individual and 50 club members.