

## SUMMARY OF PROPOSED MTF OPERATING PROCEDURES CHANGES

October 17, 2024

\* Non-substantive changes are grammatical changes, typographical corrections, removal of redundant language, or similar changes

### SECTION I – COMMITTEE NAME

*Non-substantive changes only*

### SECTION II – DEFINITIONS

*Non-substantive changes, except:*

*A. Several definitions were added to reflect terms used throughout the document:*

Active Engaged Masters Athletes - Active Masters Athlete - Local Organizing Committee - Masters National Championships - Masters Regional Coordinators – Officers - Relay Selection Committee – Subcommittee - Subcommittee Chair - Task Force - Task Force Managers - USATF Association - USATF Bylaws - USATF Committee - USATF Operating Regulations - USATF Region

*B. Several definitions were deleted as they were not used elsewhere in the document:*

Age – IAAF - International Team Manager (became Team Manager) - Competitor (became Team USATF Masters Competitor) - United States Olympic and Paralympic Committee - USADA (became US Anti-Doping Agency)

*C. The definition of WMA Women’s Delegates was changed to the singular to more accurately reflect the number of WMA Women’s Delegates we have attend the WMA Women’s Committee meetings.*

*D. Some sections of prior definitions were moved elsewhere in the document as they were more substantive than definitional in nature.*

### SECTION III – PURPOSE

*Non-substantive changes only*

### SECTION IV – AUTHORITY

*Non-substantive changes only*

### SECTION V – DUTIES

*Non-substantive changes*

## SECTION VI – COMPOSITION OF THE COMMITTEE

*Non-substantive changes, except:*

- A. *Removed all sections that simply restated the language of USATF Regulation 11-A-5 as it made more sense to simply refer to the USATF Regulation for that information*
- B. *Deleted language regarding selecting Actively Engaged Masters Athletes (name used by USATF for what we traditionally called Active Athletes selected at Annual Meeting) by a formula which results in fair representation among Regions and events, as it is not feasible.*
- C. *Deleted language that referenced the Actively Engaged Masters Athletes as comprising at least 20% of the verified membership as that could contradict the number set forth in Exhibit E of the USATF Governance Handbook which sets forth a specified number of Actively Engaged Masters Athletes.*

## SECTION VII – MEETINGS

*Non-substantive changes, except:*

- A. *A couple of slight changes to the order of business to more accurately reflect the order of business.*
- B. *Deleted language regarding elections which appears elsewhere in the document.*

## SECTION VIII – OFFICERS AND THEIR DUTIES

*Non-substantive changes, except:*

- A. *Inserted term limit language required by Regulation aa-A-3 of USATF Operating Procedures.*
- B. *Moved term limit language for Chair elsewhere.*
- C. *Added responsibility for the Chair to appoint the Team Manager(s), the WMA Women’s Delegate, and the Masters Regional Chairs, with the approval of the Executive Committee.*
- D. *Added responsibility for Vice Chair to “assist Chair in responding to inquiries.”*

## SECTION IX – EXECUTIVE COMMITTEE

*Non-substantive changes, except:*

- A. *Added the chairs of the Anti-Doping and Substance Abuse Subcommittee and the chair of the Race Walking Subcommittee to the Executive Committee.*
- B. *Moved election rules for Active Athlete Representative to Section X.*

- C. *Changed duty of Executive Committee from being responsible for selecting Team Manager to being responsible for approving the selection of the Team Manager as the MTF Chair is the head of the team leadership for international competitions and needs to ensure a good working relationship with the Team Manager.*
- D. *Added the duties of the Executive Committee to being responsible for approving the selection of the Masters Regional Coordinators and the WMA Women's Delegate as these were formerly elected positions and the Executive Committee should have some oversight and influence over the selection of these positions.*

## SECTION X – NOMINATIONS, VOTING, ELECTIONS, AND VACANCIES

*Non-substantive changes, except:*

- A. *Changed the number of minutes a candidate for elected positions can speak as prior rules were unclear:
  - a. *Officers (Chair, Vice-Chair, Secretary, and Treasurer) – 5 minutes per candidate with 5 additional minutes for Q&A (Q&A time to be increased by time not used for presentation)*
  - b. *Active Athlete Representative – 1 minute per candidate with an additional 1 minute for Q&A**
- B. *Clarified that USATF Organizational Services handles office votes after speeches and Q&A.*
- C. *Clarified that Active Athlete Representative is voted after speeches and Q&A.*
- D. *Clarified all voting procedures.*
- E. *Spelled out system for filling vacancies for officers as we did not have a clear system and added an order of succession.*
- F. *Spelled out system for filling vacancies for Active Athlete representative as we did not have a clear system.*

## SECTION XI – SUBCOMMITTEES

*Non-substantive changes, except:*

- A. *Combined Marketing and Communications subcommittees as there was significant overlap between the two.*
- B. *Deleted Rankings Subcommittee as it has no responsibilities while we use MastersRankings.*
- C. *Removed concept of special subcommittees as the concept is more appropriate as a task force.*

- D. *Changed end of term for subcommittee chairs to end of Indoor Nationals following the end of the term of the MTF Chair who appointed subcommittee chairs as this provides continuity following the term of an MTF Chair.*
- E. *Updated descriptions of subcommittees:*
  - a. *Awards – made it responsible for selection of awardees instead of under the direction of the MTF Committee as it has not been acting under the direction of the MTF Committee and required it to defer to Combined Events Subcommittee, Race Walking Subcommittee, and Throwing Events Subcommittee when selecting outstanding Masters Athletes of the year for those event groups.*
  - b. *Marketing and Communications – combined their responsibilities.*
- F. *Changed end of term for subcommittee members to coincide with the end of the term of the subcommittee chairs (or task force members with the end of the term of the task force chair) as this provides continuity following the term of an MTF Chair.*
- G. *Required at least one subcommittee meeting per year (except Nominating Committee which only has to meet in an election year) as subcommittee should not exist if there is not enough business to hold at least one meeting per year.*
- H. *Set up some direction for meetings of task forces.*

## SECTION XII – REPRESENTATIVES TO USATF COMMITTEES

*Non-substantive changes only*

## SECTION XIII – REGIONS AND REGIONAL MANAGEMENT

*Non-substantive changes, except:*

- A. *Changed the method of selecting Regional Coordinators from election by Associations to instead be selected by the MTF Chair with the approval of the Executive Committee and after consultation with the masters chairs of the Associations within each Region, as this returns to the historical way of selecting regional coordinators and ensures that the position is filled based on qualifications and experience and not simply popularity within the region.*
- B. *Changed end of term for Regional Coordinators to end of Indoor Nationals following the end of the term of the MTF Chair who appointed Regional Coordinators as this provides continuity following the term of an MTF Chair.*

## SECTION XIV – TEAM MANAGER

*Non-substantive changes, except:*

- A. *Changed selection of team manager from Executive Committee to MTF Chair (with the approval of the Executive Committee) as MTF Chair is the head of the team leadership for international competitions and needs to ensure a good working relationship with the Team Manager.*

#### SECTION XV – SELECTION OF WMA DELEGATES

*Non-substantive changes, except:*

- A. *Changed the selection of the WMA Women’s Delegate from an election to an appointment by the MTF Chair with the approval of the Executive Committee as the WMA Women’s Delegate reports to and coordinates with the MTF Chair as the head of the WMA delegation from the USA.*

#### SECTION XVI – AMENDMENTS

*Non-substantive changes only*

#### SECTION XVII – USATF BYLAWS AND OPERATING REGULATIONS

*Non-substantive changes only*