

**Montgomery County Road Runners Club
Minutes of Board of Directors Meeting
Meeting of February 5, 2015
Called to order: 7:00 PM**

Board Members Present: Karen Kincer - President, Lori Kaleikau - Vice President, Becca Kinney - Treasurer, Doug Watt - Secretary, Yvette Ju -- At Large, Don Shulman - At Large, Susan Lynch - At Large, Kimberly Price - At Large.

Staff: Ashley Zuraf, Director of Operations

Minutes Prepared By: Doug Watt
Kimberly volunteered to keep time.

**Ashley Zuraf, Director of Operations Report
Membership (as of 1/31):**

	Total Members:	New Members:	Deletions:
12/31/2014	4,019	88	Sept expirations
1/31/2015	4,086	114	Oct expirations

1/31/2014	4,800	98
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****** No deletions were done in January of 2014***

Treasurer's Report - Becca

Significant Income (January 2015):

- Membership Dues \$10,495
- Race Entries \$24,869 (Pikes \$17,103, Seneca \$4,950)
- RMS \$21,369 (3 races)
- Training Programs \$7,874 (Winter 5K \$3,105, Speed Dev \$3,045)

Significant Expenses (January 2015):

- Other IT costs \$1,736 (Dinos \$1,249)
- Other Insurance Costs \$1,321 (Automobile)
- Race supplies
 - o Equipment Consumables \$1,052 (Bibs \$937)
 - o Food \$1,400
 - o Premiums \$13,143 (PHM \$10,646, Seneca \$2,497)

- o Service Rentals \$3,592 (Turkey \$1,314, NYD \$1,180)
- Program Supplies
 - o Premiums \$3,453 (Trail \$1,952, 5K \$1,500)
 - o Banquets \$2,501 (XMP)
 - o Certification \$1,105 (RRCA, CPR)
- Team Programs \$1,031 (Premiums, meeting)
- Communications \$1,263 (Intervals)

RACE & PROGRAM UPDATE:

- **Completed Programs**
 - o **XMP**
 - Net Income \$8,983. Budget \$9,040.
 - \$20,260 income, down from \$21,031 in 2013. \$1,120 transferred to Parks for discounts.
 - 198 registered (No specific Goal Race, Fall) / 2013 183 registered / 2012 196 registered
- **Current Programs**
 - o **Winter Trails** 140 registered, 150 limit (Goal Race Seneca Creek), Dec 6 start / 2013 100 registered (filled)
 - Budgeted 125 participants
 - o **Speed Development** 315 registered (limit) (Goal Race Pikes Peek), Jan 10 start / 2014 303 registered (filled)
 - Budgeted 300 participants
 - o **Winter HMP** 279 registered (Goal Race National Half Marathon), Dec 3 start / 2014 275 registered
 - Budgeted 250 participants
 - o **Winter Marathon** 81 registered (Goal Race National Marathon), Dec 3 start / 2014 68 registered
 - Budgeted 75 participants
 - o **Winter 5K** 118 registered (limit) (Goal Race Piece of Cake 5K), Jan 6 start / 2014 71 registered

- Budgeted 100 participants
- o **Beginning Women's Runners** 3 registered (Goal Race Run for Roses), March 24 start / 2013 114 registered

- **Major Races**
 - o **Pike Peek 10K** 4/26/15 - 1,044 registered (opened 11/15). 2014 2,740 registered.
 - o **Parks Half Marathon** 9/13/15 - 29 registered (NYE Promo). 2014 2,385 registered

- **Secondary Races**
 - o **Seneca Creek** 3/7/15 - 215 registered (limit of 400). 2014 450 registered (sold out).
 - o **KOTR** 5/9/15 - 3 registered. 2014 310 registered. 2013 320 registered.
 - o **Germantown 5 Miler** 5/16/15 - 23 registered. 2014 273 finishers.

- **Club Races**
 - o **Black Hill 10K**
 - Net Loss \$365, down from 2013 Net Loss of \$211.
 - Less membership revenue in 2014. Permitting fees increased in 2014.
 - Budget -\$381
 - 107 finishers / 2013 - 150 finishers / 2012 - 106 finishers.
 - o **Candy Cane City 5K**
 - Net Income \$1,301, up from \$755 in 2013.
 - Race entries increased \$460.
 - Budget \$920.
 - 388 finishers / 2013 - 412 finishers / 2012 - 376 finishers.
 - o **Turkey Burn off 10mile & 5mile**
 - Net Income \$1,477, up from 2013 Net Loss \$347.
 - Increase \$919 race entries. \$1,116 dec expenses (Genes, Enterprise, Permit)
 - Budget \$0
 - 10mile - 276 finishers / 2013 - 245 finishers / 2012 - 238 finishers.
 - 5mile - 213 finishers / 2013 - 343 finishers / 2012 - 332 finishers.

- o **Jingle Bell Jog**
 - Net Income \$646, up from 2013 Net Loss \$118.
 - Increase \$505 race entries.
 - Budget -\$205
 - 339 finishers / 2013 - 275 finishers / 2012 - 202 finishers.
- o **Seneca Slopes**
 - Net Loss \$541, up from 2013 Net Loss \$1,055.
 - Incr rev \$180. Decr exp \$333.
 - Budget -\$500.
 - 187 finishers / 2013 - 153 finishers / 2012 - 233 finishers.
- o **New Years Day 5K**
 - Net Income \$943, up from 2013 \$286.
 - Incr rev \$655 (dues, entries, chips).
 - Budget \$350
 - 450 finishers / 2014 - 421 finishers / 2013 - 385 finishers.
- o **Country Road Run 5M**
 - Awaiting final income and expense.

280 finishers / 2014 - 331 finishers / 2013 - 304 finishers.

Motion to accept the Treasurer's report: Lori moved, Kimberly seconded. Carried unanimously

Planning:

RMS Overview - Ashley gave the Board an overview of RMS. She provided some sample invoices of a typical race and went through what services RMS provides depending on the size and complexity of the race.

Three things RMS does: Time the race (includes set up), Rent out equipment/cone truck services, and Eblasts

T-1 timing services: Pricing for less than 600 racers

T-2 Timing services: More than 600 racers, or require chips before the race. We supervise the process for the client (we charge for the extra staffing)

Pricing and contracts are different for each level of services. In 2014 the club standardized the rates. Most of our customer's races are between 2-500 racers. (Mostly T-1)

RMS Community Impact: There was a discussion of how RMS impacts the community. The club mission is to be the leading authority on the organization of running events and programs

in Montgomery County, striving to meet the needs of individual runners and community organizations engaged in running and fitness activities. MCRRC is a non-profit organization which helps organize and run events in Montgomery County for multiple charities and organizations and brings a level of professionalism to the races that local runners have come to expect in a race.

RMS Club Impact: RMS provides all of the timing for our club races and has worked to continually improve our technical capabilities to better serve our runners and to give them a better race experience. This has required the expenditures for new equipment and to pay a skilled staff to run our races.

The Board went into executive session to discuss RMS's Strategic Direction, staffing costs and finances.

New Business:

Awards: The Board discussed the requirements for our annual awards given out at the business meeting after the Piece of Cake race. Several categories were discussed such as Journalism, Lifetime Achievement, Volunteer Service and the President's award. Not all categories are awarded each year.

NOTE: The Business meeting will be at the Golden Bull in Gaithersburg directly after the Piece of Cake Race. Breakfast will be served inside instead of last year's freezing weather in a tent.

The club has been getting underage volunteers signing up which are always appreciated, but sometimes need additional supervision. The club will add a section on the volunteer site requiring underage volunteers to make sure they have family or adult supervision present at these functions.

Action item Yvette will provide the Webmaster with that language

Races: Don has been looking at a new race location for New Years Day run.

Old Business

Policy Review The board went through our club policies to make sure they corresponded properly to our bylaws and to make sure they were current.

Action item: Karen will send out a revised draft for review to the Board.

The Board went into executive session to have a discussion on Budgets and Strategic Planning.

Announcements:

Next board meeting is Thursday, March 12th, 2015 at 6:30 PM at the Mama Lucia's in Bethesda.
4916 Elm Street
Bethesda, MD 20814
301.907.3399
Meeting adjourned: 9:45 PM