



## Montgomery County Road Runners Club Board Meeting

**August 6, 2020**

**Time: 7:00 – 9:00 Board Meeting**

**Location: Virtual Meeting via Zoom**

**Board Members:** Ken Earley – President, Brad Stewart – Vice President, Jennifer Smith - Treasurer, Brian Murphy – Secretary, Carol Braun – At Large, Peter Haack – At Large, Jefferson Lunsford – At Large, Yvette Murphy - At Large, Kristen Serafin – At Large

**Staff:** Ashley Zuraf – Director of Operations

**Ashley Zuraf, Director of Operations Report:**

### **Membership:**

Total members as of 8/4/20\* – 2,611\* which is down 77 from 2,688 the previous month\*\*

\* From this point forward, the membership total will be listed as of the date of this report rather than by the last day of the previous month. Due to the reporting style of RunSignUp, this will better accuracy in this number.

\* This number should be used for estimation purposes only. There are still memberships that have not been setup in RunSignUp, as well as missing family members. Until this is complete, the total members number will not be accurate – see notes.

### **Additional Notes on Membership:**

- The system is currently showing 79 memberships (down from 100) who are not yet set up on RunSignUp.
  - Of this 79, 66 are individuals, which has no impact on the membership total listed above.
  - Of the remaining “unclaimed” memberships, 7 of them are Primary + 1 Memberships, so we can assume there are 7 members missing from the total membership above.
  - The remaining 6 memberships are Family Memberships so it is unknown how many missing members there are from total membership.

## **Suspension of Club Activities:**

Discussion of how much longer the suspension of club activities should continue. The board discussed a few of the examples of some of the races that have happened in the area. There can be no event in Montgomery County with 50 participants. Brad motioned that we cancel our low-key events through October 31. Kristen seconded the motion. The board approved unanimously.

Brian will regroup with the race committee with ideas on what races look like in the future (near and long term).

## **Communications Migration:**

Pete provided an update on communications. The club has completely migrated the members to groups.io and closed Yahoo Groups. MCRRC Info can be a blast email notice to all members. This will be a feature to allow full communication to our members on important activities. All programs will now be using the groups.io platform as well. Pete will continue to help new users and, especially, race/program directors. He has also created a good reference documentation on the platform. Pete talked on some of the more technical benefits of the platforms utilizing APIs and the ability to connect the member database in better ways. This will improve the ability for the club to reach all our members. Pete will work with the Club Webmaster on ways to utilize these.

## **Race Committee/Virtual Race Series:**

Positive feedback of the current Virtual Race Series. Yvette asked if there was a way we could bring high school cross country runners have a place to run a virtual event and work with their coaches on having them part of their schedule. Ashley commented that this can be done easily by duplicating the current set up and allowing students to sign up for these events at no cost. The board agreed this was a good idea and Ashley will move forward with it. Yvette will continue to work with the XC coaches on the idea.

## **Inclusion and Equity:**

Yvette presented where the Diversity and Inclusion group is and the work many of those members have done so far. A lot of work has happened around the key strategic areas of the club and how to provide actionable items. There was an open letter from key members of that working group to the board in the previous ins-and-outs newsletter. Brad and Ken will have a letter response from the President and Vice-President in the next Ins-and-Outs.

The board discussed the idea of an open forum for our members. Ken suggested this can be called as a Special Meeting as identified in the bylaws. The board will discussed days that would be good to hold this event and Ken will notify the members.

## **Financials:**

\$174,000 in cash as of July. We are spending about \$20,000 a month. Jen is looking into our investments in line with our investment policy. The board agreed to rebalance our investments in compliance with our policy. Kristen, in accordance with her organization's Conflict of Interest Policy and Code of Conduct, will abstain from any action here and from providing input or voting on any financial investment decision for the club.

## **Programs:**

Kristen has been working on creating a more cohesive program portfolio for MCRRC. The follow steps have been taken for this initiative:

1. Create a standardized communication forum for all Program Directors.

- This was accomplished through creation of a groups.IO distribution list.
- 2. Encourage the Program Directors to share their experiences and start to learn from each other.
  - Unfortunately, the pandemic has provided an excellent catalyst for this effort. I have solicited the XMP, HMP, and FTM programs, who chose to run virtually this summer, for feedback regarding their decision to run virtually and some challenges that they have faced and overcome along the way. XMP and HMP have provided feedback and want to have additional discussions around this topic. FTM is currently aggregating their feedback.
- 3. Create a common repository for Program Director documentation.
  - Guidance for virtual programs will be the first document in this location.