

**Montgomery County Road Runners Club
Minutes of Board of Directors Meeting
Meeting of February 2, 2012**

Called to order: 7:00 PM

Present: Jean Arthur (President), Karen Kincer (Vice President), Jim Farkas (Treasurer), Ken Earley (Secretary), Susan Debad (Member at Large), Nicole Deziel (Member at Large), Susie Kinnecome (Member at Large), Andy Steinfeld (Member at Large), Marty Horan, Dan Lawson, Betty Smith, Jim Whitnah

Minutes Prepared By: Ken Earley

- 1. Review Agenda, assign timekeeper** – Andy volunteered to keep time.
- 2. Awards Committee** – Marty Horan
 - a) The Awards Committee proposes raising the Outstanding High School Runner awards from \$1,000 to \$3,000, and add second and third place awards of \$2,000 and \$1,000 respectively (up to \$12,000 total from \$2,000).
 - b) Add a \$10 Individual Youth Membership Rate of \$10 per year.
 - c) The Board asked questions about the membership requirement for eligibility.
 - d) The Board discussed the youth membership level.
 - e) Jim asked about requirements for participation in a college running program.
 - f) Karen asked about the weighting of qualifications and need-based concerns.
- 3. Club Administrator Report/RMS Report -- Susan**
 - a) New members in January: 159 Total as of February 1: 4,264 (4,150 in February 2011)
 - b) Spring contracting for RMS is about 66-75% complete.
 - c) USATF insurance for RMS events almost complete.
 - d) It is better not to use USATF for other insurance (e.g., vehicle).
 - e) Received two sample home pages and two other pages. Reviewed and returned with comments to Clarke Concepts.
- 4. Treasurer's Report -- Jim**
 - a) The total cash in MCRRC accounts as of February 2, 2011 was \$364,857.69.
 - b) Significant income:
 - i. Membership Dues: \$ 5,700.00
 - ii. Race Entry Income: \$ 20,825.00
 - a. Pike's Peek: \$ 20,155.00
 - iii. Training Programs: \$ 8,432.47
 - a. SDP: \$ 6,249.60
 - c) Significant expenses:
 - i. Equipment: \$ 4,944.88
 - a. IPICO timing chips: \$ 4,920.00
 - ii. T-Shirts and Premiums (PP) \$ 7,212.50
 - iii. Holiday Party: \$ 1,995.00
 - a. \$ 2,910 expenses minus \$ 915.00 registrations
 - iv. MCM Hospitality Suite: \$ 3,500.00 (2012 deposit)
 - d) New format of Profit & Loss Report reflects previous year's YTD totals.
 - e) The Club has spent \$ 29,371.00 since the "What Would You Do..." discussion.

Motion to accept the Treasurer's report. Karen moved, Susie seconded. Carried unanimously.
- 5. Old Business Items**
 - a) Approval of January Minutes – Ken
 - i. Minutes will be reviewed over the next couple of days and approved between meetings.
 - b) Memo regarding appropriate use of Yahoo groups – Karen

- i. The Board reviewed the memo.
 - ii. Karen will revise the Yahoo group policy and submit to the Board.
 - c) Memo regarding coaching criteria – Susie
 - i. Deferred.
- 6. Committee Reports and Assessments -- Jean**
 - a) The Board reviewed the annual reports and recommendations of the:
 - i. Volunteer Committee
 - ii. Race Committee
 - iii. Finance Committee
 - iv. Program Committee
 - v. Communications Committee
 - vi. Green Team Committee
- 7. New Business**
 - a) Rockville Police Permits for Races – Jean
 - i. Deferred
 - b) Awards event -- Karen
 - i. March 25 after Piece of Cake.
 - ii. Karen reviewed the schedule and task list.
 - c) 2012 Award Winners -- Jean
 - i. Jean reviewed the recipients of the awards and discussed additional awards that could be presented.
- 8. Announcements**
 - a) None.
- 9. Closure**
 - a) Review Motions:
 - i. The treasurer's report was approved unanimously. Karen moved, Susie seconded.
 - b) Review Action Items:
 - i. Karen will revise the Yahoo group policy and circulate.
 - ii. Susie will circulate the coaching criteria.
 - iii. Susan will draft a job description for the bookkeeper description.
 - c) Review Plans for Next Meeting
 - i. Next meeting is Thursday, March 1, 2012 at 6:30 PM at the Stella Werner Council Office Bldg, 5th Floor Conference Room, 100 Maryland Ave. Jean volunteered to bring food.

Meeting adjourned: 10:05 PM

Respectfully submitted,



Ken Earley
Secretary