

**Montgomery County Road Runners Club
Minutes of Board of Directors Meeting
Meeting of July 11, 2013**

Called to order: 7:00 PM

Present:

Board members: Karen Kincer (President), Susie Kinnecome (Vice President), Paula Knutson (Treasurer), Doug Watt (Secretary), Yvette Ju (Member at Large), Bill Loomis (Member at Large), Susan Lynch (Member at Large)

Minutes Prepared By: Doug Watt

1. Review Agenda, assign timekeeper – Doug volunteered to keep time.

2. Director of Operations Report – Ashley submitted report:

Membership: As of 6/30, The Club had 4792 members. Club is mailing out renewal notices instead of email this month to see if we can improve membership retention. Ashley will look into tracking yearly numbers and potentially look into creating a survey on why members leave or stay.

Twilighter is the next RMS race. Course needed to be slightly modified because of road construction. Club will look into training more people who will be able to certify courses. This will help improve the marketability of our low key races if we can certify the courses.

RMS Activities:

Summer Race Calendar:

Rockville Rotary Twilighter Runfest – Saturday, July 20th in Rockville Square

Kentlands/ Lakelands 5K – Saturday, August 31st in the Kentlands

Fall Race Calendar:

Poolesville Day 5K – Saturday, Sept. 21st in Poolesville, MD

Sprint Four the Cure – Saturday, Sept. 21st at the Four Seasons, Washington, DC

Cade Race for the Family – Sunday, Sept. 22nd in Seneca Creek Park

Marriott TakeCare 5K – Sunday, Sept. 22nd in Bethesda

Oktoberfest 5K – Saturday, Sept. 28th at the German School in Potomac

Home Run 5K & 10K – Sunday, Sept. 29th at Federal Plaza

King of the Road 5K – Sunday, November 17th at Shady Grove Hospital

YMCA Turkey Chase – Thanksgiving Day Thurs. Nov. 28th - Bethesda

3. Treasurer's Report – Paula

Significant Income:

- Race Entries \$21,558.79 (\$15,445.00 Parks ½; \$442.00 Germantown 5M; \$5,291.00 Run for Roses; \$130.00 Run Aware; \$50.00 June Bugs; \$200.00 Riley's Rumble)
- RMS \$5,887.00
- Training Programs \$17,751.65 (\$2,160.00 FTM; \$2,145.00 HMP; \$27.65 Stride Clinic; \$500.00 CPR class; \$3,100.00 XHMP; \$8,000.00 XMP; \$2,025.00 Summer Trails; \$1870.00 10K; \$569.00 5K)
- Sponsorship \$10,500.00 (\$10,000.00 Kaiser; \$500.00 Wegmans (G'town 5 miler)) Wegmans also sponsored the food.
- Mailing list rental \$1,400.00 (Twilighter)

Significant Expenses:

- Scholarships \$4,000.00
- Advertising \$4,600.00 (Parks)
- Background checks \$1,995.00
- Travel expense (RRCA convention) \$1,198.21
- Race supplies
 - New Equipment - \$1,506.00 (software for kids track)
 - Equipment – consumables \$967.26
 - Food/Beverages - \$928.71
 - T-Shirts and premiums \$14,935.64 (\$13,512.00 finisher premiums; \$523.64 RFR volunteer tee shirts; \$900.00 RFR Roses)
 - Equipment Rental \$1,264.03
 - Team Captain gifts \$1,500.00 (Pikes Peak)
 - Race proceeds \$450.00 Germantown 5 Miler
- Program Supplies
 - Food/beverages \$119.76
 - Tee Shirts \$238.90 (Skorts for 8K program)
 - Certificate reimbursement \$518.50
- Club communications \$350.00

Pikes Peak revenue was significantly down due to reduced registration, increased expenses and reduced sponsorship. Club will work to improve the determination of race budgets and making sure these budgets are followed.

Action Item: Paula and Yvette will work to come up with guidelines for budget expectations. The Club is seeing a current trend that registration for races is down so we are not expecting spending budgets to increase.

Motion to accept the Treasurer's report: Susie moved, Bill seconded. Carried unanimously, two abstentions

4. New Business

Web site: We have a club member who has been supporting the technical maintenance. We have received a bid from him for continued support. The web site will need continued software maintenance, documentation, monitoring, email support, etc. We will also need additional training on some of the software aspects.

Action Item: Karen will contact the member about several issues including the backup plan. Board will determine if we should approve a paid consulting contract and for how long.

Meeting went into executive session

5. Old Business

Pikes' Peak Plans for 2014: The club is working on the creation of a new course due to the construction at the White Flint finish line. The club is looking for a new race director since Jean Arthur is stepping down after years of excellent supervision of this race. Anyone interested in the position should contact Karen Kincer.

Youth Running Committee Report: This report was created to address interest in the growing demand for youth training programs and the possible expansion of age group categories beyond "19 and under". After extensive consideration and discussion, the board has made the following decisions: The board supports recommendation number 1. The club will not create new training programs specifically for children, but will expand the current "Affiliated Youth Programs".

The board supports recommendation number 2 to create a “virtual training guideline” under the Youth Running web page to assist parents or teachers who are interested in establishing their own running program for children.

The board will not support recommendation number 3 for the inclusion of children under the age of 18 to any length training programs. The committee’s analysis of these programs was that they were not designed for younger runners and it detracts from the needs of the adult runners. It was decided that since there are school and other programs available which are more appropriate for children, the Board would rather promote them than mix adolescent runners in with adults.

The club will now enforce these age requirements.

Recommendation 4 for the inclusion of children in the 8K program is now not applicable.

The board will support recommendation number 5. The Board will support the proposed adjustments to the Championship Series. The Board would like the Youth Running Committee to identify a committee representative to work with the Race Committee to make these proposed adjustments. The Board expressed its appreciation for the efforts of the committee and commended its work.

Motion to accept the report as noted. Club will keep the program age requirements at a minimum age of 18 and enforce them. Paula moved, Yvette seconded. All carried. Two abstentions

6. Strategic Planning of Communications: Using current and emerging technologies for the communication of information with the running community: We will work to keep up with technology and assess what is the most effective in providing valuable and time-sensitive information to our members. Paula has spoken to Ken Trombatore about technical issues to see if we can use club-wide texting to improve communications. This is currently being utilized by the XMP program to give important updates on training runs. Board will look at informal Facebook pages and see if they conform to current social media policy as listed on the website. Doug will recreate a communications committee.

Announcements: None

Next board meeting is Thursday, August 8, 2013 at 6:30 PM at the MCRRC Office, 14672 Southlawn Lane Bay I/J, Rockville, MD (pending construction).

Meeting adjourned: *10:15 PM*

Respectfully submitted,

Doug Watt

Secretary