

**Montgomery County Road Runners Club
Minutes of Board of Directors Meeting
Meeting of September 12, 2013**

Called to order: 7:00 PM

Present:

Board members: Karen Kincer (President), Susie Kinnecome (Vice President), Paula Knutson (Treasurer), Doug Watt (Secretary), Paul Foster (Member at Large) Bill Loomis (Member at Large), Susan Lynch (Member at Large) Yvette Ju (Member at Large), Ashley Zuraf (Director of Operations)

Minutes Prepared By: Doug Watt

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

2. Director of Operations Report – Ashley submitted report:

Membership (as of **8/31**):

	Total Members:	New Members:	Deletions:
7/31/2013	4,831	44	N/A
8/31/2013	4,380	103	June & July Exp

RMS:

- 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
 - Halloween Hustle 5K – Saturday, Oct. 26th in Mont. Village **** NEW**
 - Rockville 10K/ 5K – Saturday, November 3rd in King Farm
 - 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 \$54582.00 (Parks ½ \$41,077.00, Riley’s \$320, Stone Mill \$12,355, Comus \$180, Eastern 8K \$310, Going Green \$240)
- RMS \$3,641.00
- Training Programs \$4,301.93 (CPR class \$50.00, 10K \$440.00, 5K/walking \$1,880.00, WHMP \$1,931.93)
- Sponsorship \$1,250.00 (Casey Health for Parks)

• **Significant Expenses:**

- Advertising \$1,905.95 (Parks – volunteer postcards)
- Race supplies
 - Consumables \$865.40
 - Food/Beverages \$1,833.92
 - RMS Staff \$1,331.50
 - Permits \$1,380.00
 - Police/EMT support \$4,740.00
 - Equipment Rental \$513.75
 - Service Rentals \$9,392.25
 - Team Captain Gifts \$125.00 (PP10K)
- Program Supplies
 - Consumables \$51.93
 - Food/beverages \$180.29
 - Tee Shirts \$10,142.45 (\$6,948.30 FTM, HMP \$2366.40, Sum Trails \$827.75)
- MCRRC Elite Team \$2,391.80 (shirts)
- Printer \$5,561.80 (post cards for Parks)
- Club Communications \$ 575.00 (Intervals)

UPDATE:

- **Completed Programs** *2013 program reports: None*
- **Current Programs**
 - **FTM** (open) 268 registered (Goal Race MCM)
 - 2012- 294 registered ; 2011- 255 registered
 - **XMP** (open) 185 (Goal race, variety of Fall marathons)
 - 2012- 196 registered; 2011- 221 registered
 - **HMP** (open) 194 registered (Goal Race Parks)
 - 2012- 140 registered; 2011- 127 registered
 - **Summer Trail** (open) BRAND NEW! 93 (no goal race)
 - **XHMP** (open) 19 registered
 - 2012- 19 registered
 - **Fall 10K program** (open) - 176 registered (Goal Race, Rockville 5k/10k)
 - 2012- 154 registered; 2011- 142 registered
 - **Fall 5K program** – (open) - 104 registered (Goal Race, Rockville 5k/10k) program
 - 2012 - 120 registered; 2011 - 96 registered
 - **Fall Walking program** – (open) - 19 registered (Goal Race, Rockville 5k/10k) program
 - 2012 - 41 registered; 2011 - 34 registered
- **Major Races –**
 - **Parks 9/8/13** – ~2750 (*imAthlete, paper and same day*).
- **Recent Secondary Races -**
 - **Stone Mill 50Mile** – **402** registered this year; *2012- 260* finishers(422 registered) (first finisher 7:25:13, final finisher 15:08:03)
 - **Run for Roses** –
 - 107 finishers (1st – 17:54, final 47:25) 2012 - 192 finishers (1st 16:40, final 50:48)
 - **Mid-Summer Nights Mile** –
 - 107 finishers (1st – 17:54, final 47:25) 2012 - 192 finishers (1st 16:40, final 50:48)
 - **Riley's Half Marathon** –
 - 488 finishers (1st – 1:19:07, final 3:22:27) 2012 - 481 finishers (1st 1:20:21, final 3:44:11)
 - **Going Green Track meet** –

- 156 registered 2012 – 216 registered
 - 128- 2 mile finishers (1st –9:45, final 29.00) 2012 - 122 finishers
 - **Comus XC** –
 - 145 finishers (1st – 18:20, final 51:08) 2012 - 169 finishers
 - **Eastern County 8K** –
 - 190 finishers (1st – 27:40, final 1:16:08) New this year!
- **Misc. Updates:**
 - Draft budget was made ready for Board review
 - Square worked great at Parks. Our members/customers love it. Because they could pay for last year's "treasures" with a credit card, the Club sold about \$1400.00 in old premiums.

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

4. New Business

- Trail Intro-Program Proposal: The Board looked at a proposal for a new trail training class. This would be a "shortened duration introduction" to trail running. The Board suggested several modifications including a different cost structure and having it in the Spring. It was also suggested that we call it a class instead of a program to show this is really for the beginners and there is no goal race. Possible name was "Trails 101". The program details need to be fleshed out and resubmitted.
- Stone Mill: Doug Sullivan will be stepping down as race director next year.
- New Years Day 5k: Jeff and Bonnie Gitlin will be taking a vacation as race directors this year. Doug and Sara Watt will step in as temporary race directors.
- 2014 Budget: The Board went into executive session to discuss planning for the 2014 budget.

5. Old Business:

- Update on Fall Open House: Yvette will be setting up a RSVP email and defining times for the event.
- Brooks event: Still in planning stages and we will have several other vendors showing their services.

6. Strategic Planning: A discussion of Number 3 to engage in best practices to track succession plan for nonprofits and improve governance. The Board will work on our committee structure to make it more in line for a club of our size. We need to promote reach into the club to improve volunteerism as a stepping stone to feed for the board and key roles in the club.

Action Item: The club will create a meeting so program staff and race staff can meet and discuss how they can work better together and to have an improved interexchange of talent.

Action Item: The club will look into putting requests to our members to get their suggestions on how MCRRC can improve our plans and policies for succession planning and volunteerism. We expect to use our web site, Intervals and other sources to facilitate this discussion.

Announcements: We currently have promises from the White Flint management to have White Flint for the finishing area of Pikes Peak. Wendy Young will be managing the Marine Corps Marathon hospitality suite

Next board meeting is Thursday, October 3, 2013 at 6:30 PM at the MCRRC Office,
14672 Southlawn Lane Bay I/J, Rockville, MD

Meeting adjourned: *9:30 PM*

Yvette will bring food

Respectfully submitted,

Doug Watt

Secretary