

**Montgomery County Road Runners Club
Minutes of Board of Directors Meeting
Meeting of October 9, 2014
Called to order: 7:00 PM**

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

Guests: Sidney Abrams - NonProfit HR
Minutes Prepared By: Doug Watt

Review Agenda, assign timekeeper - volunteered to keep time.
Ashley Zuraf, Director of Operations Report
Membership (as of 9/30):

	Total Members:	New Members:	Deletions:
8/31/2014	4,141	94	May expirations
9/30/2014	4,029	38	June expirations

9/30/2013	4,435	48
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** Note: No deletions were done in September 2013, so this could account for the difference this year.*

Treasurer's Report - Becca

Significant Income (September 2014):

- Membership Dues \$5,190
- Race Entries \$36,192 (Parks \$33,317, Stone Mill \$2,745)
- Sponsorships \$1,250
- Upgrades Purchased \$1,908 (Parks \$1,658, Stone Mille \$250)
- RMS \$2,527 (4 races)
- Training Programs \$70 (10K \$2,420, Winter Trail \$1,040, Transfer to Parks \$5,400)
- Investment Income \$5,044

Significant Expenses (September 2014):

- Advertising \$5,192 (Parks)
- Race supplies
 - o Equipment New \$1,683(vests, led tv, finishlynx)

- o Equipment Maintenance \$2,609 (time machines)
- o Equipment Consumables \$3,845 (Parks \$2,749)
- o Food \$4,526 (Parks \$3,520)
- o Premiums \$60,056 (Parks)
- o RMS Staff Payment \$2,443 (2 races)
- o Permitting \$13,338 (Parks)
- o Service Rentals \$1,222 (Parks \$1,065)
- Program Supplies
 - o Premiums \$3,172 (XMP)
- Club Communications \$1,388 (Intervals)

UPDATE:

- **Completed Programs**
 - o **HMP**
 - \$9,645 income. Awaiting final expenses.
 - \$1,600 income transferred to Parks. Registrations declined by \$2,158.
 - 173 registered (Goal Race Parks)/2013 194 registered
- **Current Programs**
 - o **FTM** 270 registered (Goal Race MCM)/2013 266 registered/2012 294 registered
 - o **XMP** 198 registered (No specific Goal Race, Fall) / 2013 183 registered / 2012 196 registered
 - o **10k** 187 registered (Goal Race Rockville 10K) / 2013 176 registered / 2012 154 registered
 - o **5K Run/Walk** 111 registered (Goal Race Rockville 5K) / 2013 123 registered / 161 registered
 - o **Fall Intro to Trails** 41 registered (No Goal Race), Oct 4 start
 - o **Winter Trails** 51 registered, 150 limit (Goal Race Seneca Creek), Dec 6 start / 2013 100 registered (100 limit)

- **Major Races**
 - **Parks Half Marathon**
 - Income down \$16k. Awaiting final expenses.
 - 2,385 registered / 2013 2,750 registered.

- **Secondary Races**
 - **Run Under the Lights 11/22/14** - 800 registered (limit). Sold out in less than 2 days.
 - **Stone Mill 11/15/14** - 398 registered. 450 runner limit.

- **Club Races**
 - **Eastern County 8K**
 - \$700 income, \$449 expenses, \$251 net income. Improvement of \$314 over 2013.
 - Income up \$230 - membership dues increase \$275.
 - 144 finishers / 2013 - 190 finishers
 - **Going Green Track Meet**
 - \$260 income, \$335 expenses, \$75 net loss. Decline of \$108 over 2013
 - Race entries down \$75, chip fees down \$60.
 - 106 finishers / 2013 - 128 finishers / 2012 - 122 finishers
 - **Lake Needwood XC**
 - \$265 income, \$217 expenses, \$48 net income. Decline of \$81 over 2013.
 - 121 finishers / 2013 - 133 finishers / 2012 - 110 finishers
 - **Cabin John Kids Run** - 155 finishers. Awaiting final income and expense.

Treasurer Notes:

General Update:

- Expenses this month are largely due to PHM.
- YTD P&L:
 - Revenue is up significantly (9%) driven by membership, sponsorship and RMS. Program revenue is slightly down.

- YTD Investment income was recorded this month.
- IT Costs are up primarily driven by increased website services.
- Equipment is at \$15k, though current year purchases have been recorded at full cost vs. the current period depreciation. This will be corrected in QB this month - the budget "FY2014 est" is correct.
- Race Premiums are down significantly (10%), some of that may be timing of when they were purchased last year vs. this year.
- Race awards are down significantly (60%). Parks is being paid out in October.

Program Premiums are up significantly (12%), some of that is timing.

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

Strategic Planning NonProfit HR Board Interview: Sidney Abrams introduced himself as a company that can help with governance and structure. Mr. Abrams asked board members about our goals for the board governance and club direction. The goal of this process is to ensure the future strength of the club, and it's ability to provide the services the membership desires.

Karen has published a schedule for various members to attend additional interviews to give their perspectives.

New Business:

Winter 5K Karen has drafted a contract with the city of Rockville who will be advertising in their recreation magazine and we will split revenue. This will help pay for lights which are more expensive this year.

Audit/ Financial Review By-Law Proposal for the club to do a financial audit at least once every two years. Final language is being drafted.

Old Business

2015 Race Calendar **Action Item:** Don is coordinating calendar updates

Volunteer Happy Hour update: Yvette did a great job coordinating this successful party

Pikes Peek update: Potential possibility to get White Flint parking lot for next year. Will need to get confirmation from contractor so we can work on applying for permits.

Executive Board Session

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

Announcements:

Next board meeting is Thursday, November 6th, 2014 at 6:30 PM at the MCRRC Office. 14672 Southlawn Lane Bay I/J, Rockville, MD.

Kimberly will bring dinner. (And supply the recipe for the whoopie pies)

Meeting adjourned: 10:04 PM

Respectfully submitted,

Doug Watt,
Secretary MCRRC