

**Montgomery County Road Runners Club
Minutes of Board of Directors Meeting
Meeting of January 9, 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 – At Large, Yvette Ju -- At Large, Susan Lynch- At Large, - Don Shulman- At Large

Staff: Ashley Zuraf, Director of Operations

Guests: None

Minutes Prepared By: Doug Watt

Review Agenda, assign timekeeper – Don volunteered to keep time.

Ashley Zuraf, Director of Operations submitted the report

Membership (as of **12/31**):

	Total Members:	New Members:	Deletions:
11/30/2013	4,469	157	Aug & Sept.
12/31/2013	4,680	196	N/A

January:

- Delete October & November member rolls
- Send reminder notices to December Expirations
- Send renewal notices for January Expirations

Other tasks:

- General Office:
 - Update insurance/ equipment values
 - Obtain quotes for rotating extermination
 - Go to PEPCO to update billing for Suite J
- Programs:
 - Open registration for Kids on the Run
 - Update coaching rosters for winter programs
 - Obtain CPR certifications & conduct background checks for new coaches
- Club CPR Classes:
 - Open registration for 2014 (we are taking Jan & Feb off) – need dates from instructor
- Stride Clinic:
 - Major website updates
 - Communications – need assistance from communication committee

RMS:

RMS Other: New T-2 pricing structure & equipment pricing to be published soon

1. Treasurer's Report – Paula

Significant Income:

- Race Entries \$5430.00 (Pikes \$2,670.00, Seneca Slopes \$240.00, Seneca Greenway \$1,335.00, Turkey Burnoff \$850.00, RFR \$125.00, Jingle Bell Jog \$335.00)
- RMS \$13,499.43
- Training Programs \$9,005.50 (Winter Trails \$1,105.00, Speed Dev \$2,800.00, WHMP \$3,525.00, WMP \$1,140.00, XMP Banquet \$260.00, Stride \$30.00, CPR \$160.50)

Significant Expenses:

- Information Technology \$1,704.63 (Website maintenance \$1,234.62, Acquia \$470.01)
- Insurance \$6,253.72
- Race supplies
 - New Equipment \$321.75
 - Consumables \$ 837.11
 - Food/Beverages \$4,875.71
 - Premiums \$164.00 (RUTL)
 - RMS Staff \$1,774.00
 - Permits \$-322.00 (deposit fee refunded)
 - Equipment Rental \$2,342.00
 - Service Rentals \$3,542.00
- Program Supplies
 - Food/beverages \$140.11
 - Tee Shirts \$1,723.76 (5K \$303.76, WHMP \$1,332.00, \$88.00 XMP)
 - Banquet/dinners \$10,049.33 (XMP \$4,654.32, FTM \$5,395.01)
 - Pace Coach Gifts \$600.00
 - Training/CPR Certification \$790.00
- Club Communications \$1,411.00
- RRCA Dues \$6,000.00

UPDATE:

- **Completed Programs**
 - **Summer Trail** (closed) 93 registered – program shirt given (no goal race) Waiting for all expenses to be turned in!
 - **FTM** (Closed) 268 registered. Program shirt given, technical program hat given (Goal Race MCM) 2012 294 registered. 2011, 255 registered
 - **XMP** (Closed) 185 registered – program shirt given (Goal race, variety of fall marathons) 2012 196 registered. 2011, 221 registered
 - **Fall 10K program** (Closed) - 176 registered – program shirt given (Goal Race, Rockville 5k/10k) program has 3 scheduled program runs per week. 2012, 154 registered. 2011, 142 registered
 - **Fall 5K program** – (Closed) - 104 registered – program shirt given (Goal Race, Rockville 5k/10k) program 2012 - 120 registered. 2011 - 96 registered
 - **Fall Walking program** – (Closed) - 19 registered – program shirt given (Goal Race, Rockville 5k/10k) program 2012 - 41 registered. 2011 - 34 registered
- **Current Programs**
 - **Speed Development (filled)** 303 registered, – (Pikes Peak Goal Race) also shirt if you completed the program. 2013, 309 registered. 2012, 291 registered.
 - **Winter Trail Program** (filled/open) 100 registered – Cost \$75.00 – program long sleeve tech shirt included (Seneca Creek Greenway goal race)/2013 99 registered

- **Winter Half marathon** (open) 275 registered –program long sleeve tech shirt given (National Half Marathon)/2013 248 registered/ 2012 290 registered (programs were combined)
- **Winter Marathon** (Open) 68 registered – program long sleeve tech shirt given (National Half Marathon) 2013, 93 registered. 2012, 290 registered (programs were combined)
- **Winter 5K program** – (Open) - 71 registered – headband/gloves (Goal Race, Piece of Cake 5K) program / New Program
- **Major Races –**
 - **Parks 9/8/13** – ~2750 (*imAthlete, paper and same day*). *Waiting on one more sponsor check.*
 - **Pike's Peek 4/27/14** – 536 registered (*opened 11/24*) Jan 1st registration goes from \$35.00 to \$40.00. *Numbers are in line with 2 years ago, about 2x as many as last year. Sponsorship \$18,500 (plus food from Mama Lucia's)/2013 \$13,700.00.*
- **Recent Secondary Races -**
 - **Run Under the Lights** - *Not all expenses are in (no race proceeds).*
 - 800 registered (limit) Sold out in 10 days
 - **Stone Mill 50 Mile** – *Not all expenses are in (no race proceeds).*
 - 402 registered this year 2012-(440 registered) **260** finishers (422 registered) (first finisher 7:25:13, final finisher 15:08:03)
 - **Greenway Trail** - 300 registered/max 450 Last year 2013- 287 finishers
- **Recent Club Races**
 - **Run for Roses** –
 - 307 finishers (1st – 20:39/final 1:28:07) 2012 - 193 finishers (1st 25:07, final 51:33)
 - **Needwood XC 5K** –
 - 133 finishers (1st – 41:06/final 1:37:06) 2012 - 110 finishers
 - **XC on the Farm** –
 - 172 finishers (1st – 17:42/final 58:54) 2012 - 150 finishers
 - **Candy Cane** –
 - 412 finishers (1st – 16:06/final 2:06:31) probably more finishers, they were new and did not understand the chips 2012 - 376 finishers
 - **Turkey Burnoff** –
 - 10 Miler 239 finishers (1 59:46/final 2:09:17) 5 Miler 342 finishers (1 29:00/final 1:47:28) 2013 10m 238 finishers/5m 332 finishers
 - **Seneca Frozen Slopes** –
 - Snow storm was coming and kept runners away!
 - 153 finishers (1st – 37:31/final 1:30:06) /2012 - 233 finishers (1st 37:41/final 1:36:36)
 - **Jingle Bell Jog** –
 - 275 finishers (1st – 31.17/final 1:20:56) / 2012 - 202 finishers (1st 29:21/final 1:19:24)
 - **New Years Day** –
 - 421 finishers (1st – 18:06/final 55:07) / 2013 - 385 finishers (1st 17:19/final 51:56)
- **Misc. Updates:**

Tweaked problems with registration and had a pretty smooth NY Day race registration. RD's need training.

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

New Business

Web proposals. Club is looking at the viability of rehosting and a new platform backend. This would make it easier to bring mid size race web sites onto a single platform/domain and make them easier to manage. The goal would be to improve quality and consistency for our websites. The board discussed a

phased process. **Action item:** Dinos will put together a proposal to bring in the mid sized races. We will need to add in to the budget additional hosting costs for web sites.

Ethics and whistleblowers: This will be sent out to RDs and PDs Board approved final docs **Motion** to accept as amended in discussion was made by Paula and Susan seconded. Carried unanimously

Review 2014 calendar (Board Meeting dates) The Board meets the first Thursday of the month. The following meeting date changes to the calendar have been made. June 12, July 10, Aug7, Sept 4 Oct 2, Nov 6, Dec 4, 2014

RRCA Awards We will look at getting nominated for several of our races and other awards by RRCA
Action Item Don and Susan will look at potential areas.

Club Awards: Journalism, Life time achievement, Presidents awards. Heather Hanson will head a committee to help on the selection.

Code of Conduct Policy: Club wanted to create a code of conduct to establish a baseline expectation of behavior of membership at club events. **Motion** to accept as amended was made by Susie and Don seconded. Carried unanimously

Post-Holiday Party – any final issues/prep Yvette needs additional volunteers for the party. December 6th for next year' party.

Stride Clinic: The stride clinic has proposed changing the age group minimum from 18 years of age to 12 years of age. Participants under the age of majority must sign an additional waiver and the parent or guardian must be present onsite during the process. Don Shulman made the motion and was seconded by Susan Kinnecome.

Ongoing Business

Intervals Editor Search The club is looking for a new editor for Intervals. If you would like to apply please speak to Karen Kincer. **Action Item:** Doug will get a post in our social media set

Communications Committee formation update: A new committee has formed to look at our social media programs and our management of them. The committee has come up with a management plan and will incorporate the additional ideas of the Board. We will also incorporate an Email blast capability which will improve both our members and community knowledge of the club's upcoming activities. *Intervals* is the only media which reaches all of our member's households. Info and Discuss only reach a fraction of our membership.

4. Old Business: none

Announcements: Karen is doing a review of for *What makes Olga Run*. This will be published in the Washington Post.

Next board meeting is Thursday, February 6, 2013 at 6:30 PM at the MCRRC Office, 14672 Southlawn Lane Bay I/J, Rockville, MD. Bill will bring food.

Meeting adjourned: 10:00 PM

Respectfully submitted,

Doug Watt,
Secretary MCRRC