

Richmond Road Runners Club May 10, 2017 Meeting Minutes

Participants

President – Bill Kelly

VP Marketing – Ed Kelleher

VP Operations – Jiim Oddono

Treasurer – absent

Secretary – Rosie Schutte

Sarah Akin, Alan Baugn, Dawn Eberhard, Jamie Ficor, Joe Flynn, Don Garber, Mara George, Marcy George, Michael George, Mark Guzzi, Kiersten Helgerson, Sarah Lasker, Mike Levins, Sam Lowe, Jeffery Luke, Michele Marr, Glenn Melton, Kirk Miliken, Jodi Miller, Skeeter Morris, Steve Nolan, Crystal Pintac, Rebecca Randolph, David Trump, Jeff Van Horn, Bill Webb

The April 2017 meeting minutes were approved.

Treasurer's Report – Ralph Gibbs was not in attendance but submitted his reports.

Operations – VP Operations, Jim Oddono discussed the club race and contract calendar and the personnel needs. Staffing was assigned for upcoming races. The upcoming contract races, Holton Hustle, Blazin' Trails, Ash creek, and Autism 5k, all need volunteers. The following club races were discussed:

Stratford Hills - Mike Levins - Registration is open for both the 10K and Volunteers. More of both are needed. Mara will be timing so the race will be chipped. (Yea, Mara!) This is the 2017 RRRC 10K Championship event. Police have been contacted and Parade Permit received. Portable toilets have been ordered. Additional Insured Certificates have been requested.

Thanks Dad 5K - Sarah Akins presented the preparations for the race. Her goal is to make the race a family event which will include various activities for the children and parents.

Cul-de-Sac – Tammy Harrison was not present at the meeting, but sent the following report: Registration opening goal is May 15th. I'm meeting with RSU guru on 10th to learn how to set up series in RSU. Permit & school secured for July 10, 17 & 24. Letters to residents distributed. Fire Dept & EMT on call. PPU will be held at Lucky Road, date/time TBD. Pending timing details (Anne or Mettle?) Will be foregoing awards until final race. Suzen Collins will be Volunteer Coordinator. Skcratch Labs will be Cul-de-Sacs official electrolyte/hydration beverage in addition to water. The purchase of a misting appliance to be used as a cooling station is being investigated.

Toy Run Update – Bill Kelly informed the board that Jason Walters has stepped down from the board and race directing, citing constraints on his time. He asked for anyone interested in becoming the race director for Toy Run to please speak with him after the meeting.

Volunteers – Tammy Harrison was not in attendance, but sent the following report: Thank you very much to Dave Trump & Jim Oddono for all of their recent help. All events that are open are in need of volunteers. Please share with your friends personally and on your social media pages to keep the awareness above the line. As we continue to move forward with timing more of our own events, we'll need more individuals who are willing to learn how to assist our timers as well as our usual volunteer positions.

Banquet – Diane Glaze – The new date for the banquet is March 3rd, 2018.

Grand Prix – Rosie Schutte. Spring volunteers and races are being added. The quarter ends June 30th.

Scholarship Committee – Sam Lowe. Applications are starting to trickle in. The majority, (10-15) which will come in last week of May. Committee will be meeting mid June for candidate finalists.

Social Media – Chris Mason – The RRRC Facebook page stayed consistent throughout the early portion of April with an increase in activity towards the end of the month. We added 25 more likes to our FB page which is solid growth for us for a 30 day window. The page was used to promote our local events as well as to share pictures of our running community taken at various RRRC events, the Monument 10k, Ragnar and even the Colonial 200. Social media was also highly utilized to handle questions and concerns regarding the Carytown 10k event via public posts and PM's (private messages.)

Our Instagram account had a BIG month! We had our first 100+ 'liked' post which was brought on by support for our local, and national, runners in Boston. The total number of followers who liked that specific post is equal to 1/10 of our followers so it's good to see what post types drive traffic to our page. We are averaging 60-70 likes for the majority of our other local posts, etc., so it seems that our page is gaining more and more traction.

RunSignUp –

Membership – Mara George. All is going smoothly.

Race posting – Dave Trump

- Set up registration for the Women's Self Defense for Runners and the New Runners Team.

- Have the Summer Track Series ready to go once the donation payment account is established by Collegiate Running Association. It is a simple set up of one-time, on-line registration to obtain the waiver agreement and emergency contact information.
- Made sure that all races and all training teams ask for an emergency contact's name and phone number during registration.
- Created first version of the how-to guide on "Setting Up a New RRRC Club Race in RunSignUp. Will do a similar guide on setting up contract races.
- Working with Tammy and Mara on setting up the Cul-de-sac 5K series and Pony Pasture 5K, respectively. Cul-de-sac 5K registration should open soon.

RSU Feature Update: The Volunteers section of RSU makes it easy for a Race Director to define and recruit/assign coordinator roles (e.g., course marshal coordinator or water stop coordinator). The coordinator can be given limited access to the RSU system. He/she can see who is signed up to volunteer for the tasks under his/her purview and use RSU to send emails to those volunteers.

RunSignUp Symposium – Dave Trump. The workshop will be held in Philadelphia July 17-19. Dave proposed that 2 people from the club attend, at a cost of \$500. Each. The motion was seconded and passed to send 2 people from the club for a cost of \$1,000. total.

Website – Nikkia Young was not in attendance, but sent the following report: Ralph and I will be meeting with the good folks at RunSignUp in the near future to talk about the migration.

New Runner Program - Bill Kelly reported that it has 30 people registered.

Trail Running Site – Mark Guzzi and Jeff Van Horn. Supporting a trail running site on National Trail Day/RVA Trail Day", Saturday, 06-03-17, 08:00 to 12:00. To be done with the authority of the JRPS, and as coordinated w/ Lucky Road. Mark is planning to have guided trail runs on that day and will be looking for volunteers to lead that. He will work with Dave Trump to get that set up on RunSignUp. Mark proposed that the club spend \$250. to support Trail Running Day. The motion was seconded and passed.

Flying Squirrels Game Night – Mike Levins proposed that the club, once again, sponsor a night at the baseball game for up to 100 club members. The motion was seconded and passed. Mike will poll the board via email as to the preferred date.

City Stadium Group – Kiersten Helgerson thanked the club for their support throughout her time coordinating the Saturday morning running group. She

introduced Rebecca Randolph and Jodi Miller who will be among those taking over when Kiersten moves.

Women's Self Defense – Boll Kelly said the workshops that were sponsored by RRRC were extremely successful and the club may look into a follow up program in the fall.

Investment committee - not in attendance, but sent the following report: The treasurer, president, Craig Minyard, Michael Muldowney, and Don Garber will have a tentative meeting week of 6/5/17.

Trial Administrative Coordinator – Bill Kelly proposed that we hire a person to compile race director documents, race day procedures, set up files, and develop a guide for emergency protocols, for a time period of 6 months. He proposed that the club pay \$1,500 for the administrative position. Bill Webb responded that the position was needed but wanted to see the job description. Rosie Schutte asked for a full job description before it was put to a board vote. Ed Kelleher suggested that a vote be postponed. The proposal was tabled for a month.

A motion was made to adjourn the meeting. It was seconded and approved.