

Richmond Road Runners Club August 9, 2017 Meeting Minutes

Participants

President – Bill Kelly

VP Marketing – Ed Kelleher

VP Operations – Jiim Oddono

Treasurer – Ralph Gibbs

Secretary – Rosie Schutte

Dawn Eberhard, Joe Flynn, Don Garber, Mara George, Marcy George, Michael George, Frank Gerloff, Barry Kreisa, Jim Marr, Michele Marr, Chris Mason, Kirk Milikan, Mike Levins. Jeffery Luke, Crystal Pintac, Chris Piper, Rebecca Randolph, Carol Stern, Isabell Stern, Dave Trump, Nikkia Young

Treasurer's Report – Ralph Gibbs

Financial summary and account balances were submitted to the board.

Marketing report – VP Marketing, Ed Kelleher

1. Press release going out this week announcing Wegmans' sponsorship of the Turkey Trot 10K.
2. Sponsorships (at least partial) are being lined up for Stratford Hills 10K and Pony Pasture 5K in 2018.
3. Sponsorship pitches have been made to two local banking groups. We are confident of getting at least one.
4. Sponsorship pitches have also been made to all three supermarket chains new to the Richmond market – Aldi, Lidl and Publix. We are working aggressively to land one or more of them as sponsors.
5. If you have the need for race sponsorships, or suggestions for potential sponsors, please contact vp-marketing@rrrc.org.

Social Media – Chris Mason - Social media continues to grow as we continue to add followers on Instagram, Facebook as well as Snapchat. We completed our first 'live Snap' at the Cul-de-sac 5k series which was great! As always please feel free to send any pictures, and or suggestions, to our email inbox as we are always looking for new items to share. You can contact us at directly at socialmedia@rrrc.org.

Operations – Jim Oddono – Upcoming contract races, timers, drivers, and football.

- **Moonlight 4 Miler** – Mike Davi – The Goochland sheriff has confirmed their assistance and will be on site by 6pm. I received pint glasses last week and will bring them onsite; first 200 entrants and volunteers will receive one. All bibs to be picked up on site before the race.
- **Patrick Henry Half**– Michael George – The course is marked, T-shirts have been ordered, medals are on the way. Volunteers are needed, especially a food set-up volunteer. This is the state half marathon

championship. A special discount will be offered for this weekend's signups. The Origin Brewery will open early and offer a 10% discount.

- **Turkey Trot** – Bill Kelly – All plans are on track at this point.
- **Bear Creek** – Barry Kreisa - Dave T. has set up the registration and will open on Sept 1. The basic stuff like the recreation hall rental, permit, shirts, etc are done or ready to go. The course will have some very minor changes and more markings for the runners. There will be a need for volunteers at road crossings.
- **Toy Run** – Nikkia Young and Joe Flynn have started the planning process..
- **Equipment** – Glenn Melton - Truck and equipment are in good shape. Need to secure drivers for the upcoming September races.
- **Volunteers** – Tammy Harrison (report submitted) – We are always in need of volunteers. The current need is Moonlight, but it's not terrible. It's been brought to my attention that folks are being told that they can 'just show up' on a regular basis. While yes, walk-up volunteers are ALWAYS welcome and incredibly appreciated, All volunteers are required to check-in at registration, no exceptions. This is for everyone's protection.
- **Cul de Sac Recap** – Tammy Harrison - The event went super well from the participant reports & feedback that I'm getting. Our Title Sponsor was exceptional with their support and participation and Lucky Road provided equally valuable with their cold towel help and wonderful awards. We are working on having them return with us again for the next set.
Feedback returned was that Skratch was the fan favorite and both the hydration & recovery drinks were items that were requested for future events, especially the hot ones. Kona Ice was invaluable for us and I appreciate that they gave us a 50% discount in order to be at the event. All of the vendors got rave reviews.
- **Pony Pasture Recap** – Mara George- all went well. Both scholarships were awarded.
- **Summer Track Recap** – Glenn Melton - Summer track is done and was a success. Thank you to all that came out to help. Thanks especially to Dave Taylor at U of R for his continued support.

Grand Prix – Rosie Schutte - The banquet date has been set for March 3rd, 2018. The speaker, Ray Zahab, has been contracted, and will participate in a group run, banquet speech, and give a youth presentation.

The 2018 Grand Prix calendar is set:

FIRST DAY 5k

FROSTBITE 15K

SWEETHEART 8K

1 Mile Race (name tba)

HUGUENOT 3 MILER
CARYTOWN 10K
STRATFORD HILLS 10K
THANKS DAD 5K
CUL-DE-SAC 5K SERIES (3 separate races on 3 dates)
PONY PASTURE 5K
AUGUST TRAIL RACE (name tba)
PATRICK HENRY HALF
TURKEY TROT 10K
BEAR CREEK 10 MILE
TOYS FOR TOTS 5K

Scholarship Committee – Sam Lowe – Scholarships were awarded.

Website (replacement) – Nikkia Young

Nothing happening at this time

Newsletter – Crystal Pintac - The next newsletter is coming along, the deadline for submissions is August 10th, and this issue will focus on women and trail/ultra running just as the last issue focused on the men.

The next issue, which will be printed and handed out at the marathon expo in early November, will have an earlier deadline of 1 October. If you know someone who has had a very cool and outrageous race experience, send it my way. So far I have in mind Mark Lackey who will have finished the 7 continents by then and Lou Norton who has run Antarctica and the Great Wall. They don't have to have run a marathon, I don't want that to be the focus. Maybe someone has run Peachtree or Fargo, stories like that.

Administrative Assistant report – Dave Trump

The initial focus has been on Club governance. After reviewing RRRC's constitution/by-laws and RRCA guidance/expectations, I developed proposed documents and policies for the board's consideration/approval. Those documents include: board governance annual checklist, complaint resolution policy/procedures, standards of conduct, privacy policy, whistleblower protection policy, legal/copyright notice, and record retention/document destruction policy. On the Club webpage on RSU, I have established a "Club Governance" menu item to host RRRC's approved governance documents and financial documents (approved budget and filed Form 990). A separate menu item will be established to host approved meeting minutes. I worked with Bill to develop a RSU webpage for a "call for nominations" for the upcoming election and as a platform to solicit interest in non-elected leadership roles and/or key volunteer activities.

Future tasks, as established by the president, include: establishing filing systems (hardcopy and electronic) for club correspondence/documents and race/event documentation; working with race directors to document/establish

guidelines/policies for various aspects of race management (e.g., minimum ages for runners, stroller use); working with race directors to draft RRRC's emergency preparedness/response plan for races; assisting the treasurer with preparing the 2018 budget; and helping to meet deadlines for required reporting/submissions to RRCA.

RunSignUp – Dave Trump - Managed the Series Competition scoring for Cul-de-sac 5K Series. Started RSU set up for Wegmans Turkey Trot, Bear Creek, and NRC Run to the River (contract race). Provided various types of RSU support for Cul-de-sac, Pony Pasture and Moonlight.

RunSignUp Update: Follow the RunSignUp blog <https://runsignup.blog> if you want to stay informed of new RSU features or the varied ways event organizers are using the RSU platform.

Board position vacancy – Bill Kelly - Jason Walters has resigned from the board. Chris Mason has interest in filling that position through the remainder of his term.

Chris Mason – Began running in 2013. His first race was the Richmond Half Marathon and since then has participated in numerous races of all lengths. Chris has since coached Half training teams with Lucky Road and SMTT, and full marathon training teams with MTT. Currently he coordinates all social media for RRRC and keeps the activities of the club in the forefront of the local running culture.

Chris Mason was nominated to the vacant position, the nomination was seconded and passed unanimously.

New Business

- **Raceit** – We need to review options for data storage
- **Nominating Committee Bill Kelly** – The nominating committee for RRRC board elections held at the December 2017 meeting is as follows: Michael Muldowney, Maark Guzzi, Ed Kelleher, Bill Kelly, and Sarah Akins.
- **Integration of RRCA Guidelines – Bill Kelly** – There are RRRC Guidelines for Various Race Distances. It is recommend the Board adopt as **guidelines only**, for various club races.
- **Ullman Cancer Fund** –Isabell Stern - I reach out to you for support on my cross-country run, in the form of tax-deductible donations, publicity through RRRC, or any other way you all would be able to support this endeavor. 90% of donations will go directly to UCF's support services. The Ullman Cancer Fund's EIN number is 52-2057636 and more information about their services can be found at ulmancancerfund.org. Being able to support young adults affected by cancer makes this journey personal and impactful for me. I want to run this journey to spread love of life and adventure in addition to forming relationships with other people in the

cancer community across America. I hope to accomplish my goal of raising \$5,500 and set forth on this run, dedicating my quest to the family and loved ones you may know who have battled cancer. Any contribution is greatly appreciated, and donations can be made online via the following link: <https://ulman.z2systems.com/isabelle-stern>. Donations can also be made via check written to:

The Ulman Cancer Fund, 4K for Cancer
1215 E Fort Ave, suite 104
Baltimore, MD. 21230

Be sure to include "Isabelle Stern" on the memo line!

Face Book page - https://www.facebook.com/Isabelles-4K-for-Cancer-111471916125352/insights/?referrer=notif¬if_t=page_user_activity¬if_id=1499738297752911

Open

Jim Marr asked if there are packets of information for setting up each race for perspective race directors. Bill Kelly answered that the packets or files exist for many of the races and the rest are currently being set up.

Chris Piper asked if there was a future coaching certification class in the works, and he will investigate getting that set up.

A motion was made to adjourn, it was seconded, and approved unanimously.