

Richmond Road Runners Club
June 2019 Meeting Minutes

Participants: Sara Baugh, Mike Gallogly, Mara George, Marcy George, Michael George, Ralph Gibbs, Victoria Hauser, Gail Holstrom, Larry Holstrom, Crystal Koch, Ed Kelleher, Bill Kelly, Mike Levins, Mark Lohman, Glenn Melton, Kirk Millikan, Eric Nachman, Richard Nilan, Stephen Nolan, Megan Novak, Mark O'brien, Jim Oddono, Rosie Schutte, Dave Trump, Nikkia Young

Ralph Gibbs, President, welcomed all to the first meeting at the new location.

The May meeting minutes were approved

Financial report - Nikkia Young, Treasurer.

The Financial Committee met to review records, do some clean up and set goals for the club's finances. We are looking for a board member or two to add to the committee as well.

Marketing and Sponsorship - Ed Kelleher, Vice President of Marketing, sent this information in a report and reiterated it at the meeting.

The RRRC Logos:

The club has two new logos – what we call the horizontal logo(s) and the bridge logo.

The horizontal log(s) come in two forms: one has a pair of runners on the left side, whereas the second has “40th anniversary” printed in place of the runners. It has four colors in addition to black and white: the word “Richmond” in orange, waves of blue and green, and the words “We Run RVA” in red.

The bridge logo features a pair of runners on the upper left, and a depiction of a railroad bridge to the right of the runners. The word “Richmond” is printed in blue; the waves symbolizing the James River and parks are done in blue and green; and the words “We Run RVA” are printed in white on a blue field.

We have asked the designer, Laura Oates, to bring the colors of the bridge logo in conformity with those of the horizontal logos; that is, “Richmond” will be done in orange, and “We Run RVA” will be white on a red field.

Sponsorships:

We are in negotiations with Road Runner Running Store to serve as run shop sponsor of the RRRC Race Team, the Pony Pasture 5K, the TRex Run, the Poop Loop 4ish Miler, and the Capital Trail 10 Miler & 5K. Additionally, Ed reported that we are looking for sponsors for the Capital Trail 10 Miler and 5K and the Cul de Sac Series

Operations - Jim Oddono, Vice President of Operations.

June/July/August upcoming schedule:

June

6/4 Summer Track Series
6/18 Summer Track Series
6/8 New Kent 5K, 1 Mile – Manual timed – Mike Levins. Driver – Glenn
6/16 Thanks Dad 5K – Manual timed - Mara George– Driver- Glenn,
Ralph assisting. *Additional discussion was held about this race that appears
below.

July

7/1 Cul De Sac 5K Series – Chip timing – Mara/Anne. Glenn-Driver
7/8 Cul De Sac 5K Series
7/15 Cul De Sac 5K Series
7/2 Summer Track Series
7/16 Summer Track Series
7/25 Summer Track Series

August

8/3 Pony Pasture 5K – Manual- Need Timer, Need Driver
8/17 Museum Mile- Under construction
8/24 Patrick Henry Half - Mettle timing (last year Mettle is under contract
to time this race).
Ld be at the race due to a death in the family

Race review:

Stratford Hills 10k - Mike Levins Race Director, Nikkia Young Assistant Race Director.
My last year as Race Director went well. There were just over 400 entrants with
281 finishers. The weather was quite warm which took its toll on the
runners. But everyone survived so no problems there. Road Runner Running
Store provided a good number of items for the random prize drawing. Nikkia will
be great as the new RD.

Summer Track Series (ongoing) Glenn Melton.

Summer track series has started and we had a great turnout of over 100 people
last week. Please come out to the next 4 events and participate in this all
inclusive fun series.

Race preview:

Thanks Dad 5k - Matt Nordin and Sarah Sippos Co-Race Directors.

Matt and Sarah sent in reports stating that all was going well and under control.
An email was sent to the officers that neither Sarah nor Matt would be at the race
due to a death in the family.

Race day and race prep jobs were divided up with Sara Baugh saying she would
contact volunteers and Dave Trump would send out a request for volunteers as
well.

Cul de Sac Series - Mike Gholson Race director sent a report with this information and had nothing further to add.

Everything for the Cul de Sac 5k is ready. All permits are taken care of, the racing singlets for completing all 3 races are ordered (they match last year's hat in color) and Silver Diner is lined up for the first 2 races and Papa Johns for the 3rd. As of June 10th, we have 116 runners registered for all 3 races. Please continue to spread the word to get more runners signed up.

Thank you all for your support, and I am looking forward to July!

One Mile Race - Kirk Millikan and Ed Kelleher Co-Race Directors, sent the following information in a report. It was discussed that the race would be held at the new club office location.

Ed Kelleher has stepped up to co-direct a future one mile race with me. Ed and I have determined that a one mile race in the Museum District neighborhood would not be appropriate from a logistics and safety perspective, particularly if it is held on a Saturday night. We are currently looking at other options. The earliest the race would be held would be September 2019, but it may be pushed back to 2020.

Volunteers - Sara Bohn.

We are short on volunteers for many of our upcoming races. Please help spread the word and/or sign-up if you have the availability. Also, any suggestions on groups to reach out to for assistance in identifying volunteers is helpful. Thanks everyone!

6/4-7/25	Summer Track Series - Need more volunteers for 6/18, 7/16, 7/25
6/16	Thanks Dad 5k - Need more volunteers for all positions
6/19	Capital Run - Need one more course marshal
7/1	Cul-de-sac 5k #1 - Need more volunteers for all positions
7/6	Leatherneck Patriots 5k - Need more volunteers
7/8	Cul-de-sac 5k #2 - Need more volunteers for all positions
7/15	Cul-de-sac 5k #3 - Need more volunteers for all positions

Equipment - Glenn Melton sent this information in a report but it was not discussed at the meeting.

The new Truck Driver Manual is done and attached for everyone to look at. This should help us have a more consistent race day setup.

Thanks to everyone that has helped get the clubhouse moved over to our new location this week

Administration - Dave Trump, Administrative Assistant, submitted the following information in a report. There was no additional commentary.

- Signed RRRC up for the "RunSignup for Nonprofits Early Adopter Program." It provides the option to set up ticketed events (e.g., our banquet or Flying Squirrels Night) without using a race setup, which hopefully will be simpler for

members. It also will allow us to set up a donation site, which is not linked to a specific race, to allow donations to RRRC.

- See proposal (attached) for donation website.
- RRRC Store
 - Sold 42 items (\$501.50) during May, including 13 race caps at Stratford Hills 10K
 - Offering free shipping on all orders during June (race caps and shirts, the popular items at present, are light weight and can be shipped by first class package service for less than \$3.50).
- Routine website, email and race/training team support activities.

PROPOSAL - RRRC Donation Website

Action: RRRC establish a donation website using the soon-to-be-released donation feature of the "RunSignup for Nonprofits Early Adopter Program."

Background: Currently RRRC uses the donation feature within races to solicit donations for our college scholarship program (Pony Pasture 5K) or to solicit donations for partner organizations (e.g., FeedMore and Friends of the James River Park). RunSignup is adding a set of features, which are not tied to race events, to support the operations of nonprofit organizations. These features include support for ticketed events (e.g., fundraising dinners or galas) and for donations.

Proposal: The proposal is that RRRC establish a permanent donation website using the new feature provided by RunSignUp. The donation site will be accessed from a button on www.rrrc.org and the link can be included in other communications to members of RRRC or community members. The donation website will provide an interested individual with an easy means to make a tax-deductible donation to RRRC, if they so choose.

The donation site can give donors the option to provide input on how they might like RRRC to use their donation. The following are proposed categories:

- RRRC College Scholarship Program (restricted donation)
- Youth running in RVA
- Trails and trail running in RVA
- A specific RRRC club race or training program (please specify)
- Group runs in RVA
- General operations of RRRC

RRRC considers all donations as unrestricted donations, except for donations directed to the RRRC College Scholarship Program.

Training Teams:

Beginning Runners - Hervey Sherd, sent this information in a report. It was not discussed further at the meeting.

We still have been averaging 15 per meeting, I cancelled last Wednesday due to lightning and will change the 6th week distance to be 3.1

Grand Prix - Ralph Gibbs, President and Suzi Silverstein

The Grand Prix is doing well. Through Carytown we have 43 of our 290 competitors in the running for Iron Runner. The sheet is updated through volunteers but not race results for Stratford Hills.

Newsletter - Mark O'Brien, Editor, submitted this information prior to the meeting. It was not discussed further.

The spring issue was a success, and I thank everyone who played a part in making it possible, from articles to photographs to quotes and other information. Work on the summer issue is now underway and is scheduled to be published in time for the Patrick Henry Half Marathon in August. As always, I encourage everyone to consider submitting an article to Miles & Minutes. This is a great opportunity to get to know others in the running community and even brag about your running buddy(-ies). Not to mention, you can receive points for the Grand Prix competition. If you have any questions, please don't hesitate to email Mark at milesandminutes@rrrc.org. Thanks, and happy running!

Scholarships- Kirk Millikan, Chairperson, reported this information prior to the meeting. Kirk asked for the winners to be approved by the board.

We received 29 applications this year compared to 17 applications last year. It was nice to see a bigger spread of schools represented in 2019 as well as an overall increase in applications. I contribute the increase to a larger RRRC social media presence as well as a more focused effort in mailing and emailing scholarship notification letters to specific athletic directors and guidance counselors at area high schools. Over the month of June, the scholarship committee will evaluate all applications and determine up to three finalists to each receive a \$2,000 scholarship. Per the RRRC Constitution, these finalists will be recommended to the Board of Directors for approval. I will send out an email to the Board towards the end of June with the finalists' names and schools. If I hear no objections to the finalists within three days, they will be considered approved and will receive the scholarship. Scholarship recipients will be recognized at the Pony Pasture 5k on August 3rd.

Social Media - Chris Mason sent this information prior to the meeting as he had a conflict and could not attend the meeting.

Social media continued to grow during May. We addressed multiple users on our Facebook and Instagram platforms. Social was utilized to communicate events such as the Stratford Hills 10K, as well as communicate the Flying Squirrels game and scholarship opportunity that the club offers.

We continue to expand our social communication styles, we plan on utilizing the Instagram Stories feature more often which will allow us to highlight more pictures for a shorter time frame. This will be good for real time race pictures, not messages that need to stay out for a prolonged period of time.

Race Team - Rosie Schutte, team manager, added nothing further.

Currently I am engaged in ongoing discussions with Peninsula Track Club, Tidewater Striders, and the Charlottesville running Club to join our competition for the 2020 competition year.

Capital Monthly Run - Ralph Gibbs said the monthly runs would continue through the summer.

Constitution and By-Laws amendments - Ralph Gibbs, President, Dave Trump Administrator presented this information.

Please review the proposed revisions. They will be voted on at a later meeting.

*Revisions can be found as a separate included document.

The RRRC Officers are proposing amendments to the Club's **Constitution and By-Laws**. The proposed amendments address, but are not limited to, the following areas:

- Adds agreeing to the Club's Code of Conduct as a requirement for membership.
- Identifies duties of directors who are not serving as officers.
- Revises elements of the requirements and process for election as an officer or as a director, including but not limited to:
 - Candidates for election must have been a member for at least 12 months prior to nomination.
 - Nominating committee presents slate at the October meeting.
 - Nominations accepted from the floor at the November meeting.
 - Candidates for president and treasurer are subject to a criminal background check before the election.
 - Election requires a vote in favor for each officer and director position by a majority of ballots cast.
- Revises authority of the Board to fill vacancies in elected officer or director positions.
- Adds authority of the Board to remove an officer or director for illegal activity or for failure to fulfill duties.

The full text of the **Constitution and By-Laws** with the proposed amendments (additions in red and underlined; ~~deletions struck through~~) is attached as a separate document.

All RRRC members in attendance at the Club meeting are eligible to vote on any action to approve amendments to the Club's **Constitution and By-Laws**. To be effective, amendments must be approved by a two-thirds majority vote of the members present at the meeting and confirmed by a two-thirds majority vote of the members present at the next succeeding regular Club meeting.

It was added at the meeting by Dave Trump that the candidates for treasurer and president would need to have background checks. This was a change recommended by the national RRCA office.

Eric Nachman asked if a person or people on the ballot were not elected, then would the seats remain empty. Ralph Gibbs responded that "Yes they would".

The process of amending the Constitution and By Laws needs to be voted on again. Ed Kelleher made the motion to accept the changes . It was seconded and passed.

Pacers for November races - Karen McCarthy is requesting pacers for the upcoming November races. Please contact her if you would like to participate.

Upgrade for timing equipment - Mara George asked for RRRC to contribute to the cost of her attending a conference this summer. The conference would benefit her timing abilities for the club. Eric Nachman made a motion to give \$500.00. It was seconded and passed.

Mara explained that the timing equipment needs to be upgraded to remain operational. The cost was discussed. Bill Kelly suggested that a committee of Jim Oddono, Mara George, Bill Kelly, Ralph Gibbs, and Dave Trump be created to investigate the costs and send a memo to the board for approval. Ralph Gibbs added that a vote could also be handled by email.

Request for use of club house - Bill Kelly offered that he was contacted by Roy Saettel and asked for use of the location for a social on September 21st. Ralph Gibbs added that he wants the location to be used for social occasions. Bill Kelly made the motion to allow Roy to use the location, it was seconded and approved.

Club house move - Bill Kelly thanked Glenn for all his work to move to the new location and modify the space to our purposes.

Ralph Gibbs asked for a motion to adjourn the meeting. A motion was made and the meeting was adjourned.