



## **Richmond Road Runners Club - Board Meeting Minutes – March 11, 2020**

### **Opening remarks, ground rules and welcome guests – Nikkia Young**

*Nikkia called the meeting to order at 6:00 pm.*

### **Approval of February, 2020 meeting minutes - Victoria Hauser**

See attached minutes.

*Marcy George made a motion to approve minutes as submitted. The motion was seconded by Mike Levins and the motion passed with an unanimous vote.*

### **Financial Report – Treasurer’s report, Ralph Gibbs**

See attached balance sheet. At the request of the Finance Committee the treasurer will present a full financial packet quarterly. Monthly I will present a Balance Sheet Summary. Also RD's, TT's, Race Teams and other events can request a report on their activity at any time and will typically receive it within 2 days.

### **Marketing and Sponsorship – VP Marketing, Jennifer Perrin**

Sponsorship update - Publix will not be the InKind Food Sponsor for Carytown 10k due to their requirements for insurance coverage.

#### Banquet review - Suzi Silverstein

We had 173 grand prix finalists, championship award winners and board members and guests attend the banquet March 7th at the Meadowbrook Country Club. A nice dinner and terrific presentation by ultra-marathoner Michael Wardian was enjoyed by all. A recording of his presentation will be made available to members.

We did not have space to accommodate volunteers this year. A separate volunteer recognition event is suggested.

We need to decide what to do next year by the next meeting.

1) Continue with 2 separate events and reserve Meadowbrook Country Club March 6, 2020 and plan a volunteer recognition event in 2020.

2) Look for a larger venue to accommodate everyone and budget for it to cost significantly more. We get such a good deal from MCC the cost per person will be double any place else for the same type of event.

3) Look for an alternate type of event that costs less and will accommodate more people

*Suzi also noted that Grand Prix awards and gifts are available for pick-up at the clubhouse.*

*Kirk inquired if the race championship awards could be distributed at a different time as many of the champions did not attend the banquet. Nikkia indicated this has been discussed, and she would follow up with Mark Guzzi, who handles these awards.*

### Marathon watch party review - Kirk Millikan

The Olympic Marathon Trials watch party was a success with about 35 people in attendance (we came close to running out of chairs, though there may be more in the back room). The races were exciting, and catering from Roots Natural Kitchen worked out well. Special thanks to several of the local running stores for providing raffle prizes that were given out during the watch party. We hope to host future watch events, particularly for the Summer Olympics starting in July.

### **Operations** – VP Operations, Crystal Koch

Preview of upcoming club and contract races (timers, drivers, football, RSU expert)

SPCA Dog Jog 5k: Anne timing, Glenn driving

Monument 10k Spirit Station: still recruiting

Carytown 10k: everything is a go

Holton Hustle: Anne timing, need a driver

Autism Society 5k: need a manual timer, need a driver

Girls on the Run 5k: Glenn driving, they are only using the clock and stand

Stratford Hills 10k: just opened up on Monday, need a timer, need a driver

*St. Frances Hospital contract race to be held on April 25. Needs a driver and to be added to the calendar.*

*Glenn indicated that dates for the summer track series will be ready by the end of the month.*

### Race review

#### Sweetheart 8k - Marcy George

721 registered and 559 finishers, an increase over previous years. Kids enjoyed the Kids Run. Weather was good. Thanks again to all the volunteers. Couldn't have done it without you.

Also, thanks to TowneBank, Lucky Road Running Store for the awards and random prizes and Urban Farmhouse for hosting us again this year and for random prizes.

### Huguenot 3 Miler - Michael Muldowney, Bill Kelly and Kevin O'Connor

1. Perfect Weather and racers seemed to like the trail course.
2. Just under 250 registered; approx 200 showed up and finished.
3. Expenses were low - Food was again donated (thank you Laurie Barnes).
4. Kids running groups had a great day.
5. Our volunteers were great.

Race preview

### Carytown 10k - Anne Brown

*Everything is set for the race.*

### Stratford Hills 10k - Nikkia Young

It is open! We will be providing a \$2 rebate for people who want to do the Carytown/Stratford Hills bundles (and had already signed up for Carytown). Outpost and Lunge Yoga are contributing to the event as well.

### Volunteers – Sara Baugh

We are looking good on volunteers for most of our upcoming events. 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.

- 3/7 - 4/4 - WMT - All positions filled!
- 3/21 - SPCA 5k (contract race) - All positions filled!
- 3/26 - 3/27 - RRRC Booth at Monument 10k Expo - need volunteers for 3/27 5-8:15pm
- 3/28 - RRRC Spirit Stop at Monument 10k - need more volunteers (5 signed up so far)
- 4/26 - Carytown 10k - need volunteers for all race day positions

### Equipment – Glenn Melton

Been a quiet month and all is well with the equipment.

We need to make a decision on the type of flags we want to order.

### Monument Ave 10k Expo Booth & Spirit Stop

## **Operations Manager/Administrator/RunSignup Coordinator – Dave Trump**

### RRRC Store

- Had 7 orders (9 items) and \$118.00 in merchandise sales during January.
- We had 4 uses of the \$5.00 discount coupon code that is provided in the confirmation email when a member joins or renews.
- Race shirts were the most popular item.
- RRRC Store will be set up at the RRRC table at Monument Avenue Expo.

Routine website, email and race/training team support activities.

## **Training Teams –**

### Winter Marathon Training Team - Frank Gerloff

Winter Marathon Training still has six weeks of peak miles forthcoming for Shamrock and Boston. Our training team has become the premier RVA training team for Shamrock, Boston, and One City. I was delighted to learn that many athletes training with WMT had personal records and many Boston qualifications at One City this past Sunday, March 1, 2020.

Saturday training runs are continuing with consistent and increased regular participation. ORTHO VA and Lucky Road remain constant pillars of excellent sponsorship with significant weekly team interaction.

Shamrock weekend will occur on Sunday, March 21, 2020, and WMT will once again have a large number of runners participating. Along with myself, other WMT 26.2 coaches plan to be on the course with J&A coaching race bibs, which allow us to help our runners.

Four and a half months make up the entire Winter Marathon Training cycle every season, which is a substantial athletic commitment for runners and volunteers. I'm continually amazed at the support of our sponsors and hydration volunteers every year-- THANK YOU!

### Advanced 10K - Bill Kelly

## **Grand Prix – Ralph Gibbs & Suzi Silverstein**

Registration for 2020 is closed. Suzi and Ralph working on setting up the spreadsheet and getting it posted.

## **Newsletter – Mark O'Brien**

The Spring 2020 Issue of *Miles & Minutes* is with the publisher and being assembled as we speak. If everything goes well, I anticipate sending the issue to the printer around Friday, March 13 or

Monday, March 16 and picking up the order on Wednesday, March 25 for distribution at the Monument Avenue 10K expo the following day.

Work on the Summer 2020 Issue is underway. Anyone is welcome to submit a story (with pictures!) to [milesandminutes@rrrc.org](mailto:milesandminutes@rrrc.org). Also, I'm happy to work with you on editing your story, or if you have an idea and want to narrow your focus, I'm happy to work with you on that, too. Please encourage people who have a story to share to write an essay to share with *M&M*. This publication is for the Club by the Club and meant to celebrate accomplishments!

Just as a reminder, here's the publication schedule for the rest of the year:

2020 Issue No. 2

Available by: June 10 meeting

Print date: May 27

Submission deadline: May 13

2020 Issue No. 3

Available by: Patrick Henry Half packet pickup (circa August 26)

Print date: August 12

Submission deadline: July 29

2020 Issue No. 4

Available by: Marathon expo (circa November 11)

Print date: October 28

Submission deadline: October 14

*Mark added that the feature article for the spring issue will feature Keira D'Amato and her Olympic marathon trials experience.*

**Social Media** – Chris Mason

Both of our widely used social media platforms, Facebook and Instagram, had active months in February. Throughout the month, we utilize both platforms to advertise things such as Matteo's run in the Sweetheart 8K with us, we began advertising the Carytown 10K and the bundle associated with it, and finally we received great reaction to our post regarding the success of Richmond Runners at the Olympic Marathon Trials. That post garnered the most attention we've ever received for a post. We had 340 people react to it which is a new club record (I'm a nerd when it comes to this stuff, sorry not sorry)! :)

We also gained new followers on both platforms this month, I believe a lot of that was due to the Olympic marathon trial shindig held at the club and the excitement surrounding Teal and Keira participating in the trials. As we move into March, we will use the page to advertise our upcoming events as well as miscellaneous things like board meetings, etc.

As always, please don't hesitate to reach out to us if you have anything you'd like to see on our platforms- [socialmedia@rrrc.org](mailto:socialmedia@rrrc.org)

## **Race Team – Rosie Schutte**

The Race Team had a kick off social at our sponsor's location, Road Runners Running Store. Members picked up their team race kits, socialized, and complained about injuries. Our first race will be the Delightfully Different 3.5 Miler, a TCRR race. We will host the race teams at the third Cul de Sac race, thanks to Mike Gholson's flexibility. If anyone has connections with any of the Charlottesville run leaders, please let me know, they have been difficult to contact.

## **Action items**

### **New Business**

1. Review of payscale for Administrator & Operations Manager

*Nikkia is preparing some research on market rates and will present for a vote at the April meeting.*

2. Yoga for Runners workshop presented by Lunge Yoga

*Lunge Yoga is a sponsor for the Stratford Hills 10k and would like to do a free class for runners. This would potentially be in the summer at the clubhouse. Chris Mason indicated that we should avoid scheduling conflicts with the yoga for runners program held with Lucky Road. It was agreed we would try this out over the summer.*

3. Design of Sail Flags

*Following review of the designs and discussion, the yellow flags with design #3 were selected by a show of hands. Glenn will follow up with the order.*

4. Volunteer celebration - follow up

*The idea of having a night at the Flying Squirrels was presented as an option for a volunteer celebration. Different options were discussed including renting the tented area for groups, combining with the traditional night at the Diamond for club members, providing food vouchers for volunteers, inviting club member volunteers verses general volunteers, doing an event at the club house, and doing an event in connection with global running day.*

*Following discussion, Chris made a motion to hold an RRRC night at the Diamond, with special swag to be given to volunteers who attend but were not Grand Prix finalists and special door prize drawings. The motion was seconded by Amy Black and the motion passed with an unanimous vote.*

## 5. Club House Design

*The design document was shared and will be sent out to board members. It was noted that the designer's labor would be donated, but there would be some costs included for furnishings and other installation labor. Our clubhouse lease is five years (starting from summer, 2019). Additional information will be discussed and voted on at the April board meeting.*

## 6. Coronavirus update - Dave Trump

*Dave indicated that race cancelations could be necessary due to city restrictions on events and permits and the availability of police. While races have a policy of no refund if cancelled, Run Sign Up does allow a feature for refunds. A liberal refund policy could be put into place for the Carytown 10k (April 26) and Stratford Hills 10k (May 23) where participants could request a refund, minus the processing fees. This would be a unique policy related to the COVID-19 virus. Patrick Henry registration is also open, but already allows for deferral options.*

*Dave also proposed that no race registrations for future summer races be opened until after April 15 when further decisions could be made. The club is able to absorb the financial impact of offering refunds.*

*Dawn Eberhard asked what precautions (gloves, sanitizer, etc) would be in place as races are held in the future. Nikkia indicated we would follow advice of Dave and Suzi per the state health department, and any additional budget needed for supplies would be covered.*

*Further updates and decisions will be made at the April board meeting.*

*Marcy George made a motion to enact the liberal refund policy for the Carytown 10k and the Stratford Hills 10k. The motion was seconded by Crystal Koch and the motion passed with an unanimous vote.*

## **Adjourn**

*With no further business, Crystal made a motion to adjourn the meeting at 7 pm. The motion was seconded by Marcy and the motion passed with an unanimous vote.*

Race Director's Training (following board meeting)