**Springfield Road Runners Club**

**Board Meeting Minutes**

April 11, 2017

5:30 p.m.

United Community Bank

617 Bruns Lane, Springfield, IL

**Members Present:** Nick Fogleman, Tammy Bumgarner, Lance Cull, Dave Drennan, Bryan Glass, Matt Minder, Dustin Morrison, Kristina Mucinskas, Teri Taylor, Carrie Ward

**Members Absent:** Heather Glessner

1. **Call to Order**

Nick Fogleman called the meeting to order at 5:35 p.m. Carrie Ward volunteered to take meeting minutes in Heather Glessner’s absence.

1. **Reports**
2. **Treasurer’s Report**

Teri Taylor summarized current bank account balances as follows:

UCB $23,509.28

Security Bank $ 1,932.64

ALPHM $43,696.82

**Total $69,138.74**

Lance Cull moved to approve the Treasurer’s report as submitted; Bryan Glass seconded. Motion carried.

Teri requested feedback on the QuickBooks template she had distributed via e-mail. Board agreed template looks fine. Teri noted individual budgets can be created from information entered in templates.

1. **Secretary’s Report**

Board members reviewed March 14, 2017 meeting minutes. Bryan moved to approve meeting minutes as submitted; Lance seconded. Motion carried.

1. **Special Programs Report**

Dave Drennan updated the board on plans for SRRC’s Derby del Mayo on May 6, 2017.

1. **Membership Report**

Matt Minder reported membership numbers as follows:

Adults 173

Families 215

Students 7

Hall of Fame 27

**Total Members 422**

1. **Old Business**
2. **Race/Program Directors**
3. Women’s Distance Festival (WDF)

Teri said the GetMeRegistered link for WDF is live online. Packet pickup will be at the Springfield Running Center. Teri requested feedback about changing radio station sponsors. To date, Mid-West Family Broadcasting has been a major sponsor and has previously given airtime. Last year, Teri & Heather didn’t get to do an on-air interview regarding the race. Board suggests that Teri and Heather talk with the radio group representatives to request what we need before considering changing sponsors. Bryan said he will share contact information for the Springfield Park District with Heather & Teri for inclusion on race shirts.

1. Illinois State Fair Parade Run

Diana Nevitt and Donna Brayfield have volunteered to direct the ISF Parade Run. Lance passed on information from prior years and volunteered to assist with any questions regarding race planning.

1. Abe’s Amble 10K

Nick shared information from Emily Bernardes regarding plans for Abe’s Amble. She wants to develop a new race registration site. Board agreed she must use the GetMeRegistered site. Emily is working with Tracy Dowell on plans for race shirts and awards. She is seeking race sponsors. Williamsville High School and Lanphier High School groups have volunteered to help on race day; more help will be needed, e.g., managing traffic, painting route highlights (water soluble paint only). Board said same water stops should be used for Abe’s Army and Abe’s Amble to lessen race day confusion. We need to check with RRCA for Gatorade cups.

1. Abe’s Army

Per Tracy Dowell, 53 participants have signed up for Abe’s Army to date; this number includes 16 leaders. She is working on a new logo for shirts. Jason Royer, Springfield Clinic will be the on-site trainer. She is planning for medals, picnic and equipment.

1. Abraham Lincoln Presidential Half Marathon

Dave said this year’s ALPHM on April 1, 2017 went very well. The weather was great and over 1,400 participants entered the race. 108 folks registered at packet pickup. Generally, post-race feedback was positive. Folks liked the long-sleeved race shirt, though shirt ordering was challenging. Participants are tiring of the Lincoln penny medal; Dave may consider a change. It’s Race Time did a fine job timing the race and posting results. Race photos were available quickly.

Bryan suggests collecting feedback from race participants post-race- perhaps via GMR, survey monkey and/or paper flyer in race packets.

1. Frostbite

We still need a race director.

1. **Boston Documentary**

70 participants have registered to attend the Boston marathon documentary on April 17, 2017 at the Legacy Theater. Bryan has received three giveaways for a drawing at the event. Concessions will be available at the theater. Board considered inviting other local clubs to attend the viewing and agreed to designate the first several rows for pre-egistered SRRC members.

1. **SRRC Partnership with Springfield Running Center (SRC)**

No report. Dave and Nick will follow up with Tracy and Matt.

1. **New Business**
2. **Most Improved Runner Selection Process**

Lance suggested SRRC establish criteria for selecting the most improved runners. Group considered asking Lance, Tammy & 2 other club members (TBA) convene to draft criteria for the board’s review. Criteria may include a nomination process in order to avoid subjectivity. **Carrie moved to have Lance form a committee to research and draft criteria for the most improved runner selection process; Teri seconded. Motion carried.**

1. **Race Volunteer Donations**

Nick suggests that race directors decide on donation amounts to award volunteer groups for assisting with races. Lance and Bryan said a minimum amount is needed. Prior minimum was $250; board voted to change it to $150 last year. Discussion ensued regarding differing responsibilities for various races (e.g., 2 miles vs. half marathon). Board discussed whether t-shirts are necessary for volunteers. To date, we have only paid schools- not other organizations or individuals for volunteering.

Dave suggested a budget committee meet to establish clearer parameters and suggested that Teri chair the committee. He said race directors should submit a proposed budget to the budget committee for review. The budget committee could create draft budgets with adjustments to be made as needed.

Dave moved to permit race directors discretion on donation amounts (and/or volunteer t-shirts) to schools & organizations with no established minimum amount. Amount would be based on each race budget and allocated accordingly per race.

Teri seconded; motion carried.

1. **Credit Card Payments**

Tammy and Lance suggested that SRRC needs to create the capacity to accept credit card payments, especially for advertisements (e.g., newsletter). Board discussed options such as the Square app, Pay Pal, etc. and highlighted pros and cons as well as security issues. Board considered purchase of a club iPad; perhaps Neil Glessner could retain it as the club IT person.

Board agreed to table this issue for future discussion.

1. **Curb Your Car Week**

Board discussed donations for participation in Curb Your Car week. SRRC has donated race entries and allocated funds for engraving the award in the past. Bryan moved that SRRC donate 4 race entries (2 Parade Run; 2 Abe’s Amble) and allocate up to $25 for engraving. Kristina seconded. Motion carried. Bryan will follow up.

1. **Half Wits/Volunteer Party**

Kristina noted event plans for April 15, 2017 at Café Moxo. 60 participants have registered to date. Total budget for event is $750 and will include breakfast and drinks. Board agreed to use a sign-in sheet to capture names of attendees. Pre-printed sheet will list those that pre-registered by name. Others will add their names to the sheet.

1. **Foot Trails Deadline- April 30, 2017**

Newsletter submissions are due to Tammy Bumgarner by April 30.

1. **Conflict of Interest Policy**

Teri suggested SRRC establish a conflict of interest policy for board members and race directors. Kristina will follow up.

1. **Adjourn**

Bryan moved to adjourn meeting at 7:02 p.m.; Dustin seconded. Motion carried. The next meeting is **Tuesday, May 9, 2017**.

Recorded by:

Carrie Ward