

SRRRC Board of Directors Meeting 04/09/19

I. Call to Order/Roll Call

The meeting commenced at 5:31 p.m.

The following directors were present, constituting a quorum: Carrie Ward, Tammy Bumgarner, Nick Fogleman, Kristina Mucinskas, Kathleen Knolhoff, Randi Lucas, John Stearns, Rick Larson, Matt Minder, and Emily Mueller.

II. Officer Reports

A. Secretary's Report:

Kristina circulated in advance of the meeting the minutes from the last meeting. Nick moved to approve, Matt seconded the motion. Approved by unanimous vote.

B. Treasurer's Report:

Kathleen circulated in advance of the meeting a report for \$95,249.02 showing the balances as follows: Lincoln Presidential Half Marathon \$55,723.14, SRRRC Operating \$565.00, and SRRRC Sweep \$38,960.88. Emily moved to approve, John seconded the motion. Approved by unanimous vote.

C. Membership Report:

Matt reported 486 members as follows: 203 adult, 249 family, 13 student/youth, 21 Hall of Fame.

D. Special Programs Report:

Randi reported the next social is Sunday Funday on May 19, 2019.

III. Race Director Reports

A. Lincoln Presidential Half:

Nick reported that the committee meets on Thursday. Matt will obtain the list of volunteers from Amanda Fogleman.

B. Women's Distance:

Carrie reported 25 participants are registered. The race directors are seeking a media sponsor. A group of participants and former race directors would like to organize activities to celebrate the 40th anniversary of the race. Carrie will ask the group to coordinate with and obtain approval from the race directors.

C. Parade Run:

Carrie reported that registration is open. Prairie Farms will donate chocolate milk. HSHS will donate handheld water bottles.

D. Abe's Amble:

No report.

E. Frostbite:

No report.

IV. Training Programs

A. Half Wits (Jan-Apr):

Carrie talked to the leaders about organizing a post-race social in April. The leaders prefer a breakfast at Café Moxo. Carrie motioned to approve a budget of \$750.00 for the event to occur in April. Matt seconded the motion. Approved by unanimous vote.

B. Abe's Army (May-Aug):

Randi reported that the committee is working on a budget to present at the next board meeting. The 5k leaders requested the purchase of 3 or 4 interval timers for a total cost of \$75.00. The Leslie Jordan shirts will cost less than the shirts last year. Randi proposed a smaller order of Road IDs or exploring other cheaper options.

Tammy reported 79 participants and leaders are registered, which is about the same as last year at the same time.

Randi is looking for a place to hold orientation. The Nelson Center last year did not have enough space or seating. Lutheran High School gym is available for no fee, but Lutheran requires a \$75.00 donation.

C. Frost Toes (Oct-Dec):

No report.

D. Triple Crown Challenge:

Nick reported that the leaders will organize the mini challenge. Participants will receive a certificate. Carrie motioned that participants must complete each of the three races for the first time: Abe's Amble 5k, Shoreline 5k, and Frostbite 2 mile. John seconded the motion. Approved by unanimous consent.

V. Old Business

A. RRCA Convention:

Tammy circulated notes regarding the sessions she attended. Tammy reported that strollers at races are covered by RRCA insurance, but pets and dogs are not. She recommended that the decision be with the race director on whether to allow strollers. It may be necessary to change the language of SRRC's race waivers to provide for strollers. RRCA insurance covers SRRC member events so events should clearly be organized by SRRC for its members.

Tammy recommended that all board members be familiar with SRRC's finances and that a finance committee be formed. She recommended an annual audit (at least internal).

Tammy made recommendations to improve SRRC races, including better promotion, offering post-race beer and otherwise looking to enhance participant experience, reporting back to sponsors after the race, and adding charity partners.

Tammy advised that the cost overrun for attending the convention was approximately \$100.00 to cover Randi's mileage. Carrie moved to approve payment of the additional cost. Rick seconded the motion. Approved by unanimous vote.

B. HSHS GO 217! (April 18, 2019 6-7pm):

Tammy reported the flyers are ready to be distributed at the event.

C. DSI Open Streets (May 4, 2019 11-3):

Kristina reported SRRC will need 2-3 volunteers from 11-1, 1-3, and a tent, tables and chairs. Kristina will register SRRC for the event.

D. Race Director Meeting

John reported that most but not all race directors were able to attend the event.

E. SRRC Financials (Annual Report, Change of Registered Agent, Illinois Sales Tax Exemption, SRRC Budget)

Kristina moved to change SRRC's registered agent and to designate Carrie as SRRC's registered agent. Kathleen seconded the motion. Approved by unanimous vote.

Kathleen will file the annual report and change of registered agent.

Kathleen reported that the cost of preparing the Form 990 will be \$800.00 with Wes' firm. SRRC paid \$850.00 last year.

Kathleen advised that all race directors should know that SRRC is not exempt from sales tax. Kathleen will further review the sales of SRRC merchandise. Sales of the 2Run7 shirts were intended for members but non-members may also have purchased. The board discussed cross-referencing member sales and registration for member events with membership lists and using a registration service that would allow for that.

Emily proposed storing documents on Google rather than Dropbox. Tammy will investigate.

Kathleen presented an annual budget template which she circulated to the board in advance of the meeting. The board will discuss at the next meeting.

F. High School Cross Country Awards

Carrie reported she and Nick are to meet with Jay Rogers and the other committee members regarding changes to the program.

VI. New Business

A. SRRRC Scholarships:

Tammy circulated the applications in advance of the meeting. Tammy presented the committee's recommendations. She recommended that criteria for the scholarships be added to the policies and procedures to be developed and the committee be expanded. The award will be announced on May 1, 2019. The board members will review and advise Tammy of their votes before the deadline.

B. Policies and Procedures

Tammy proposed that the board develop policies and procedures as was recommended at the RRCA Convention. A committee was formed to develop policies and procedures, consisting of Tammy, Kristina, Carrie, Matt, Nick and Kathleen.

C. Quad Cities Marathon Attendance

Nick reported that the race director offered space for a SRRRC hospitality tent at the finish line. Nick will obtain more information regarding what would be needed (e.g., equipment, volunteers).

D. First Aid/CPR Training Seminar

Nick proposed organizing a First Aid/CPR seminar for members and race volunteers. Nick will investigate seminars offered by Red Cross and other organizations and the costs.

E. PR Bell

Tammy motioned that SRRRC purchase a bell for use by participants at SRRRC races. Rick moved to approve a budget of \$100.00 to purchase a bell. John seconded the motion. Approved by unanimous vote.

Carrie announced the next Board Meeting will be on May 14, 2019 at 5:30 p.m. at ICASA.

Rick moved to adjourn, Matt seconded the motion. Approved by unanimous vote. The meeting was adjourned at 7:46 p.m.