

Frederick Steeplechasers Running Club
Executive Board Meeting
12 February 2020

Attendees

Josh Roane - President, Store, Coach	Harriet Langlois-Women's Distance Festival, Signature Race Oversight
Casii Dodd - Vice President, Coach	Barb Meely - Membership
Crystal Tressler - Treasurer, Coach, Training Programs	Mike Kearney - Racing Team
Heidi Novak - Secretary, Coach, Training Programs	Nicole Davis - Trail Running
Lou King - Board of Directors, Technology, Community Liaison	Trevor James - Spires
Mark Lawrence - Board of Directors, Race Services 6:29 pm	Veronica James - Spires
Tim O'Keefe - Board of Directors, Decathlon, Race Services	Jason Scaroni - Social
Jill Cameron - Board of Directors	Gwyneth Whieldon - Social
	Julie Harris - Guest
	Emmett Harris - Guest

Call to Order - Josh Roane

Meeting called to order at 6:05 pm

Josh Roane introduced new Committee Chairs and other guests.

Approval of Minutes - Josh Roane

Reference File: [2019-11-13 Board Meeting Minutes](#)
 [2019-11-20 General Membership Meeting Minutes](#)
 [2020-01-25 General Membership Meeting Minutes](#)

MOTION: To approve board meeting minutes from the November 13, 2019 Board Meeting, November 20, 2019 Membership Meeting, and January 25, 2020 Membership Meeting (Banquet)

Made by: Lou King
Second: Casii Dodd
Result: Motion carried, unanimous

Treasurer's Report - Crystal Tressler

(Due to formatting, the Treasurer's Report is best viewed as a Power Point)

- 2019 ended with a 4% operating profit, \$2,075
- Year-end unrestricted checking account balance grew to \$39,033
- The 2020 forecasted revenue is \$56,390, a 15% increase over 2019
- The 2020 forecasted expenses total \$54,675, a 16% increase over 2019
- Net operating profit is forecast to be \$1,715 or 3%
- The presented budget includes 13 items for review/approval, net impact is -\$4,237

Discussion

- Discussed looking at ordering jackets for the Spires coaches, which are similar to the ones that the club is ordering, but with the Spires logo.
- Discussed RRCA coaching for the Spires coaches. Discussed USATF vs, RRCA coaching courses. The Spires are a member of USATF.
- Under General Operations, remove Google AdSense.
- Move CPR to training, and move AED and pop-up tent to equipment.
- Discussed a garment rack for the FRF Expo.

Spires Nationals 2020 Discussion

- Discussed not exceeding the budget for 2020 Nationals.
- Discussed how most clubs don't pay for kids to go to these events.
- Discussed Trevor James being unsure about going to Nationals again, due to the logistics.
- Discussed what happens if a family can't afford to go, as well as the time commitment for the 2 week post season training.
- Discussed getting group discounts for travel and hotel.
- Discussed reimbursing coaches and not families.
- Discussed how we don't pay for adult members to attend various events (i.e. Boston Marathon and Senior Olympics).
- Trevor James suggested that if people are interested and qualified, the parents pay for the children to get there, as well as the hotel, then the club could pay for two coaches to go.
- Discussed a placeholder for \$1,000. If it is more, coaches might have to pay.

MOTION: To approve the 2020 budget

Made by: Jill Cameron
 Second: Lou King
 Result: Motion carried, unanimous

Last Meeting Action Items – Josh Roane

- Action Items from 8/27 Board Meeting
 - Josh Roane reached out to Julie Harris about taking on the position of Education Nights. (She attended the 2/12 meeting and has decided to take on this position. Education Nights have now been moved back to being under Training Programs.)
 - Crista Horn posted information on Facebook about the Memorial Scholarship process.
 - Heidi Novak reached out to RRCA coaches who aren't currently coaching about the club's policy regarding paying for CPR and First Aid training.
- Action Items from 11/13 Board Meeting
 - Lou King researched online [volunteer management] programs, as well as ways to track volunteer hours on the Drive.
 - did some research -- online systems are likely too expensive and overkill for what we're doing. Rather it's likely we can come up with process solution (e.g., standardized spreadsheet, checklist on what responses are needed, etc)
 - need more input from Lori to understand what problems we're trying to solve
 - **UNCOMPLETED ACTION:** Lori Mensh will email Kathy Cea (webmaster) to update volunteer information.

For the remaining items, full details can be found at:

Reference File: [2020-02-12 Status Reports – Summary](#)

Additional Discussions

Spires - Trevor James (This was moved up in the agenda as Trevor James and his wife, Veronica James, had to leave early)

Trevor James gave an update on the Spires trip to Nationals.

- 18 children attended the XC Nationals in Shelbyville, Indiana.
- There was a 2-week post season training to prepare for Nationals.
- The weather during the event was not ideal. There was drenching cold rain.
- The 3K girls did well and placed 12/26.
- Overall it was a great experience.
- They had a tent with a portable heater.
- Discussed talking to Louis Schiavone about a write-up.
- Discussed having the Spires coaches become members of FSRC.
- Trevor James thanked the club for covering the costs.

Trevor and Veronica James left the meeting at 6:55 pm.

Memorial Scholarship - Lou King

Discussed if members of the FSRC Board are permitted to write a recommendation for someone applying for the Memorial Scholarship. We also discussed ways to change the current process, so that Board members are aware of who the Memorial Scholarship Committee are recommending prior to selections being made.

We decided that Board members and Committee chairs cannot write letters of recommendation for individuals applying for the Memorial Scholarship.

We also decided that a policy should be written to cover changes to the scholarship process.

ACTION: Heidi Novak will email the Memorial Scholarship Committee to let them know about changes to the Scholarship process, including the Memorial Scholarship Policy.

ACTION: Lou King will write the Memorial Scholarship Policy.

Technology - Lou King

We discussed removing Single Transaction Registration on club events. There was no vote.

Old Business

Membership Survey - Crystal Tressler

Crystal went over the results of the survey. Due to formatting, this is best viewed as a PowerPoint.

ACTION: Heidi Novak will send the open-ended suggestions from the Membership survey so Committee chairs can review these and share thoughts at the May Board Meeting.

New Business

We discussed and voted on three new policies.

FSRC Race Policy - Harriet Lang

Lou King presented the FSRC Policy.

Reference: [FSRC Race Policy](#)

Discussed removing LB Last Chance Fat Ass, as this wasn't a low-key race.

MOTION: To approve the FSRC Race Policy

Made by: Jill Cameron
Second: Tim O'Keefe
Result: Motion carried, unanimous

Code of Conduct Policy - Lou King

Lou King presented the Code of Conduct Policy.

Reference: [Code of Conduct Policy](#)

MOTION: To approve the Code of Conduct Policy

Made by: Casii Dodd
Second: Mark Lawrence
Result: Motion carried, unanimous

ACTION: Lou King will look at adding code of conduct items to the club membership waiver.

Social Media Policy - Lou King

Lou King presented the Social Media Policy.

Reference: [Social Media Policy - Leadership Team](#)

MOTION: To approve the Social Media Policy

Made by: Mark Lawrence
Second: Tim O'Keefe
Result: Motion carried, unanimous

Adjournment

Meeting adjourned at 7:48 pm by President Josh Roane

Recorded by: Heidi Novak, FSRC Secretary

Upcoming

February 23rd-RRCA Club Challenge 10 Miler

March 14th-Forest of Needwood 5 Miler *

April 4th-Lil' B 5K-ish *

April 18-Makin' Hay 10K *

May 3-Frederick Half Marathon *

May 16-Germantown 5 Miler *

* = these events have been canceled, changed, or rescheduled due to COVID-19

Next Board Meeting - May 20th