

Minutes: FSRC Board Meeting - 2021-08-18

Attendees

Voting

- Lou King - Technology Chair, Market Street Mile Race Director, Board Director, Communications Chair
- Tim O'Keefe - Decathlon Director, Board Director
- Joshua Roane - Board Director
- Heidi Novak - Training Coach (RRCA Certified), President
- Patrei Ningen - Secretary
- Crystal Tressler - Volunteer Coordination Chair, Training Coach (RRCA Certified), Training Committee Chair, Treasurer
- Chris Dutton - Vice President, Training Committee Chair

Non-voting

- Shannon Matthews - Competition Chair
- Crista Horn - Rick's Run Race Director, FSRC Memorial Scholarship Review Board Chair
- Barb Meely - Membership Chair
- Harriet Langlois - Races Committee Chair, Women's Distance Festival Race Director, Summer Solstice 8K Race Director
- Gwyn Whieldon - Nominating Committee Member, Social Chair

Additional Information

Crystal joined meeting at 615PM

Action Item Summary (updates since 2021-05-19)

- Patrei Ningen (inprogress):
Follow up with committees about a Roles and Responsibilities document.
- Lou King (closed):
Advertise for Intervals Blog position.
- Lou King (inprogress):
Advertise for Community Liaison position (at a later time).
- Billy Clem (closed):
Review the Small Group Policy to see how it could be applied to pub runs.
- Tim O'Keefe (closed):
Work on plan for Decathlon, waiver, and COVID plan.
- Chris Dutton (closed):
Look into a location for the Membership Meeting in November
- Chris Dutton (closed):
Look thru more photos for the new promotional materials
- Mark Lawrence (closed):
Ask Sarah Stamper what SPHS's intentions are with filing for a race permit
- Gwyn Whieldon (closed):
Look into locations for the annual banquet

- Heidi Novak (closed):
Reach out to the Social Committee as to how food will be handled at the Summer Picnic
- Crystal Tressler (closed):
Send draft of the member survey to leadership as to what information could be gathered
- Heidi Novak (closed):
Email Mike Kearny to remove Pub Runs from the calendar and for Oksana Lightfield to add them to the bi-monthly newsletter.
- Lou King (open):
Will create a club card design to be handed out to people we meet on runs, out in public, etc.
- Heidi Novak (open):
Will follow-up with store managers about submitting a budget proposal for a larger storage unit
- Heidi Novak (open):
Follow-up with store manager about purchasing a sign for pop-up events

Motion/Vote Summary

- (approved)
Approve minutes of the May 27th Executive Board Discussion - Vaccination Communication to Members
- (approved)
Approve May minutes with clarification on wording in the Motion/Vote Summary
- (approved)
Approve Market Street Mile Race Revenue Proposal

Discussion Items

Call to order

Call to Order 6:05PM

Approval of minutes from May 19th Board Meeting

https://docs.google.com/document/d/1mGH9PnfuGrlvgtZaqkNu_rQZgGeYOoZiBAACrr7N1Yw/preview

Approve May minutes with clarification on wording in the Motion/Vote Summary

MOTION approved [mover Lou King, seconder Tim O'Keefe]:

Approve May minutes with clarification on wording in the Motion/Vote Summary

votes: Chris Dutton (approved), Heidi Novak (approved), Joshua Roane (approved), Lou King (approved), Patrei Ningen (approved), Tim O'Keefe (approved)

Approval of minutes from May 27th Executive Board Discussion - Vaccination Communication to Members

<https://docs.google.com/document/d/12--VaTweN3kl8HPEmqfLcsvsp0HKwr1MbS2ejkgsxE/preview>

Approval of Minutes from May 27th Executive Board Discussion – Vaccination Communication to Members

MOTION approved [mover Lou King, seconder Tim O'Keefe]:

Approve minutes of the May 27th Executive Board Discussion - Vaccination Communication to Members

votes: Chris Dutton (approved), Heidi Novak (approved), Joshua Roane (approved), Lou King (approved), Patrei Ningen (approved), Tim O'Keefe (approved)

Treasurer's Report

https://drive.google.com/drive/folders/1y8nr1xLMnp7SxCiBIRwg_4xF-h12NIIM

- Year-to-date, January through June, Net Operating Income is \$5,365
- Q2 Net Operating Income is \$1,259; Income Totalled \$5,175, Expenses Totalled \$3,916
- Compared to a Q2 forecast of -\$1,795, performance is favorable by \$3,054
- Unrestricted Checking Balance is \$35,644 as of June 30, 2021

Finance Review [Crystal Tressler / Treasurer]

A member CPA has volunteered to lead the financial review.

- Discussed that a member CPA has volunteered to lead the financial review
- He is willing to do so either with a committee or on his own
- He will perform work under a waiver of liability

Membership [Barb Meely / Membership Chair]

Looked into having an auto renew function in RunSugUp, but does not look like a possibility. It does look probable to have a multiyear membership sign up, maybe 3/5? How would it impact financials?

Common suggestion/request is to have more group runs posted.

- Discussed having an auto renew option but RunSignUp does not support this feature
- Discussed offering three- and five-year terms, starting with a three year first
- Discussed how this would impact financials and concluded that this is a convenient option for members at renewal and not likely to have an adverse effect
- Discussed there would not be a discount option for multi-year renewals as our membership cost is already low enough
- Discussed having another meet and greet to make everyone feel more welcome
- Discussed that many members are not looking to be in specific groups but do want to run with others
- Discussed encouraging coaches to continue encouraging members to join the groups

President's Report

FSRC Club Cards [Heidi Novak / President]

A suggestion was made to have FSRC club cards that could be handed out to people that we might meet on runs, out in public, etc. They wouldn't include individual names and email addresses, but would provide the link for the website and maybe the Facebook group. These would be the size of business cards, so different to the postcards that Oksana Lightfield is working on.

- Discussed FSRC club cards that could be handed out to people that we meet on runs, out in public, etc.
- Discussed keeping the design simple and single-sided to include logo, website, and email

ACTION: Lou King (open)

Will create a club card design to be handed out to people we meet on runs, out in public, etc.

Races

Need a new race director for 2022 [Lou King / Market Street Mile Race Director]

We're still looking for a new race director for Market Street Mile, starting for the 2022 race. We had on two occasions had someone lined up, but these fell through.

- Discussed needing a new race director for 2022 Market Street Mile
- The two previous people lined up fell through

Update to Market Street Mile Race Revenue Proposal [Lou King / Market Street Mile Race Director]

Proposed change to proceeds distribution: Panthers gets \$500, City Youth Matrix remainder.

Full updated proposal: [2021 Market Street Mile Revenue Proposal \(CYM\) - 2021-07-02](#)

- Discussed the Market Street Mile Race Revenue Proposal and proposed distributing the proceeds giving \$500 to the Panthers and the remainder for the City Youth Matrix
- https://docs.google.com/document/d/1YF6Jc7tMeM51Zjq4-eO-Z8urhMbKks1pAaN_Ua82j5c/edit

MOTION approved [mover Lou King, seconder Joshua Roane]:

Approve Market Street Mile Race Revenue Proposal

votes: Chris Dutton (approved), Crystal Tressler (approved), Heidi Novak (approved), Joshua Roane (approved), Lou King (approved), Patrei Ningen (approved), Tim O'Keefe (approved)

Looking into getting a larger storage unit. [Christine Stafford / Store Chair]

As there are two store managers, which makes it difficult with managing orders, would it be a possibility to get a larger storage unit to keep the store inventory in addition to the other FSRC items?

- Discussed looking into a larger storage unit to keep everything in one place making it easier to manage order
- Discussed that a larger storage unit is more convenient for those who store items at their homes
- Discussed that if we do get a larger storage unit, we should go through what is in the current unit and clear things out instead of just moving everything over to a new unit
- Discussed needing additional shelving and bins and needing to go through and organize the current storage unit

ACTION: Heidi Novak (open)

Will follow-up with store managers about submitting a budget proposal for a larger storage unit

Sign for FSRC Store [Christine Stafford / Store Chair]

Since we have been doing some different pop-up events, it would be nice to have a sign for the FSRC Store.

- Discussed getting a sign for the FSRC store since we have been doing different pop-up events

ACTION: Heidi Novak (open)

Follow-up with store manager about purchasing a sign for pop-up events

Meeting Adjourned 654PM

Next Board Meeting Wednesday, November 17th