

Minutes: FSRC Board Meeting - 2021-11-17

Attendees

Voting

- Lou King - Board Director, Technology Chair, Market Street Mile Race Director
- Tim O'Keefe - Board Director, Decathlon Director
- Joshua Roane - Board Director
- Heidi Novak - President, Training Coach (RRCA Certified)
- Chris Dutton - Training Committee Chair, Vice President
- Crystal Tressler - Training Committee Chair, Treasurer, Volunteer Coordination Chair, Training Coach (RRCA Certified)
- Michelle Edwards - Secretary, Summer Solstice 8K Assistant Race Director

Non-voting

- Shannon Matthews - Competition Chair
- Harriet Langlois - Races Committee Chair, Women's Distance Festival Race Director, Summer Solstice 8K Race Director, Market Street Mile Race Director
- Barb Meely - Membership Chair
- Mike Kearney - Racing Team Administrator
- Gwyn Whieldon - Nominating Committee Member, Social Chair
- Jason Scaroni - Nominating Committee Member, Social Chair
- Carolyn DiMaria - Store Chair
- Claire Heasman - Volunteer Appreciation, Spires Coach

Action Item Summary (updates since 2021-08-18)

- Chris Dutton (inprogress):
Follow up with committees about a Roles and Responsibilities document.
- Lou King (inprogress):
Advertise for Community Liaison position.
- Lou King (closed):
Will create a club card design to be handed out to people we meet on runs, out in public, etc.
- Heidi Novak (closed):
Will follow-up with store managers about submitting a budget proposal for a larger storage unit
- Heidi Novak (closed):
Follow-up with store manager about purchasing a sign for pop-up events
- Crystal Tressler (open):
Add a question about the website (rate 1-10, e.g.) to the next survey which goes out
- Harriet Langlois (open):
Purchase shelves for storage unit to support storing store items within the unit

Motion/Vote Summary

- (approved)
Approve minutes from August 18, 2021 board meeting
- (approved)
Approve Michelle Edwards as interim Secretary, as nominated by Heidi Novak
- (approved)
Executive Board will recommend the indicated constitution changes to the general membership at the January 2021 membership meeting.
- (approved)
Approve the race revenue proposals for 2022 which were presented at the Nov 2021 meeting, with all charitable beneficiaries remaining as in 2021.

Discussion Items

Call to order

- called to order at 6:16

Approval of minutes from August 18th Board Meeting

<https://docs.google.com/document/d/1BIP1-xvAPcKWV5FwN4oG6v8hi9St-Jm4uk1xLQLvQCU/preview>

MOTION approved [mover Lou King, seconder Chris Dutton]:

Approve minutes from August 18, 2021 board meeting

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

Treasurer's Report

https://drive.google.com/file/d/1pgKR7X0mm9o4IMUQJAdLMMBDVJQmUOH_/view?usp=sharing

- overall favorable for year by over \$3000, mostly from Q3 (budget for year was about break even)
- finance committee review will be January
 - committee needs replacement for Patrei
- City tax payment delayed

Need two more members on the Communications Committee [Oksana Lightfield / Communications Chair]

Currently, we have three members in our committee:

1. Caree (blog writer)
2. Michele (idea pitching, photo follow-up, other misc.)
3. Oksana (committee chair, newsletter production)

There is always a lot to cover and it is sometimes overwhelming for the one **blog writer** on the committee to write articles every two weeks and sometimes even once a month. Having an additional writer on the team will spread the load in that area and will allow for flexible schedule.

Another need is to have a **social media coordinator** for the club's Facebook page, Facebook group, and Instagram account. As of now, we don't have a consistent approach to any of these accounts. No one is really coordinating content for posting on all channels as it is being aired either on the website or in the newsletter. Facebook group is the most active channel. To add another member to the Communications Committee in the social media coordinator capacity will solve this problem. Blog articles will be featured on social media more often, and vice versa, content from the social media will find its way into the newsletter and onto the website sooner, etc. Questions will be answered and/or forwarded sooner, etc.

Please keep an eye out for anyone who might be interested in helping out with the above.

- some leads came from the Membership meeting
- Oksana has several names to go through which came up
- Should membership be moderating Facebook group?
 - Membership committee is ok with that
- Instagram will be monitored by Communications committee

Facebook changes to Facebook Groups [Barb Meely / Membership Chair]

Recent changes to Facebook groups have made it possible for new members to join instantly, without approval from an Admin. This could potentially cause issues, since in the past we got a lot of overseas requests, as well as scammers.

Do we want to make the group private, which would require approval to join the group?

- now anyone can join without approval
- we were getting a lot of spam members, and now there's no control
- option to making the group private
 - we always wanted to keep the main group open to nonmembers
- another option is to moderate the first comment/post
 - decided to add this restriction
- another option is to block people who cause a problem
 - this is the least impact, we can revisit
 - we can block people we think shouldn't have joined

President's Report

Interim Secretary - Discussion and Vote [Heidi Novak / President]

Due to work conflicts, Patrei Ningen has stepped down from her role as Secretary. We have found a replacement, Michelle Edwards, and pending approval of the majority of the Board, she will be voted in as the new Secretary.

- Michelle Edwards has been nominated by Heidi Novak to be interim Secretary

MOTION approved [mover Joshua Roane, seconder Tim O'Keefe]:

Approve Michelle Edwards as interim Secretary, as nominated by Heidi Novak

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

Updates to Constitution - Discussion and Vote [Heidi Novak / President]

Members of the Board (Lou King, Joshua Roane, and Heidi Novak) met to review the Constitution. The primary reason for this review was to continue the discussion of Article III, Sec 1 that started during Joshua Roane's term.

Based on our review and discussion, we are recommending making changes to the Constitution in this section, as well as other sections.

The following documents reflect our recommendations, as well as a draft of the updated Constitution:

https://docs.google.com/document/d/1mYQE-8g4rn5MS40yp1zpByMWFdck9AdrQ7-RZ_loG-Q/edit?usp=sharing

<https://docs.google.com/document/d/1eHM0X2QXnFLGFwRPqIq449ekfSyxheGSI6pNfL9kugq/edit?usp=sharing>

<https://docs.google.com/document/d/1m2zy9NmRLfbEonGrlq0XsnxIGZQEblTLipVVCijyD7s/edit?usp=sharing>

- Heidi and Lou explained the recommended changes
- General consensus this is a good idea to allow directors who have not been president

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

Executive Board will recommend the indicated constitution changes to the general membership at the January 2021 membership meeting.

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

Breakfast Runs [Heidi Novak / President]

Karen Ochs reached out to us about Breakfast Runs for 2022.

One thing to decide is what committee this should fall under. Suggestions are Social and Training. As Karen does all of the work, there really isn't much to do, but it should be under a committee.

Next thing to discuss is whether we think that having Breakfast Runs is a good idea. If so, what would they look like? Maybe set a limit of people, follow similar guidelines that we used for training runs (RSVP, if you are feeling sick don't come, etc.). Obviously people would decide for themselves if they feel comfortable attending these events and members who choose to host would have to feel comfortable having people in their homes.

- Social committee will oversee the breakfast runs
- People would decide for themselves about attending / hosting these
- People could decide to run outdoors and not stick around for breakfast
- Karen needs help setting the schedule; social committee chairs may not know that themselves but we can all pitch in to identify conflicts

DEI Committee Update [Heidi Novak / President]

Our meeting on November 14th went well. A suggestion was made to have Leadership share relevant articles on this topic on Facebook and in the newsletter. I will be starting this next week. If anyone has any relevant articles or resources, please let me know.

We are still working on finalizing the committee, as well as a chair. I hope to have this finalized by the end of the year. If you are interested on being part of this committee, please let me know.

I will be reaching out to the Presidents of MCRRC and PGRC. I also got a lead on someone who does DEI work and hope to connect with him next week.

- exciting news is that we have a chair for the DEI committee, and there are members interested in participating
- Heidi is reaching out to the President of MCRRC and President of PGRC
- Looking for outside consultant to come in and help the process
- While this is a topic which could ruffle some feathers, the leadership is prepared to deal with that

Races

Race Revenue Proposals - Approval needed [Harriet Langlois / Races Committee Chair]

The 2022 Signature Race Revenue Proposals have been prepared and are ready for approval by the board. No changes to race beneficiaries are proposed for 2022.

See: https://drive.google.com/drive/folders/1V7GgsID55C1Zm_AP-7i5AMh8PsJEsOWZ?usp=sharing

MOTION approved [mover Chris Dutton, seconder Michelle Edwards]:

Approve the race revenue proposals for 2022 which were presented at the Nov 2021 meeting, with all charitable beneficiaries remaining as in 2021.

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

What's next with the Racing Team survey results. [Mike Kearney / Racing Team Administrator]

Responses from an informal Racing Team survey were distributed with the 08/18/21 Racing Team Administrator Status Report.

<https://docs.google.com/document/d/111qyPC3C7stPMiUQmkF607VFbSnVwptC8gediYYKkrI/e> I have no specific recommendations based on the survey results, but would like to request a brief discussion item on what we should do next with the results.

- may want to look into letting people getting additional shirts, to replace singlets for longer term members
- maybe give a merchandise budget for the club store
- race reimbursement hasn't been claimed by a lot of people, and requires volunteerism
 - there are all kinds of ways to volunteer

Website Refresh Project [Lou King / Technology Chair]

- It was pointed out that the steeplechasers.org website is starting to look dated. Lou developed a budget proposal, not so much because it will cost a lot (maybe \$89/year or \$250 for lifetime purchase of a new theme), but more because it will require a largish volunteer effort, with some specialized volunteer support.
- Before we embark on this we need to get buy-in from the board (via motion / vote) that we want to make such a change. I don't know yet what the new website would look like, but I do know it would look different. If that wasn't the case, why bother? :)
 - The last time we updated the look / feel of the website there were strong reservations from at least one party, and then substantial discussions on the final look / feel from multiple parties.
- Looking at [Website Refresh Budget Proposal](#), the board needs to decide if we should move forward with this project.
- Discussed the website team required
- Put project on hold until survey results received, to see how members rate the website, if it's worth making such a labor intensive change

ACTION: Crystal Tressler (open)

Add a question about the website (rate 1-10, e.g.) to the next survey which goes out

Store update [Carolyn DiMaria / Store Chair]

- looking at long sleeved hoodie
- water bottles
- flashy lights

Wednesday Night Pub Runs [Billy Clem / Trail Running Chair]

As the weather is getting colder, what is the Club's stance on continuing Pub Runs?

As most breweries have outdoor heaters, members who want to be outside can be outside and members who want to be inside can go inside. If restrictions change, we can reevaluate this.

- similar to breakfast runs, people can decide what they want to do
- if restrictions change, we can reevaluate

Next Board Meeting - Wednesday, February 16, 2022

- adjourned at 8:12