

Minutes: FSRC Board Meeting - 2022-02-23

Attendees

Voting

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

Non-voting

- Harriet Langlois - Racing Team Member (Jul-Jun), Women's Distance Festival Race Director, Summer Solstice 8K Race Director, Races Committee Chair
- Carolyn DiMaria - Store Chair
- Claire Heasman - Volunteer Appreciation, Racing Team Member (Jul-Jun), Spires Coach

Action Item Summary (updates since 2021-11-17)

- Chris Dutton (inprogress):
Follow up with committees about a Roles and Responsibilities document.
- Lou King (inprogress):
Advertise for Community Liaison position.
- Heidi Novak (closed):
Will follow-up with store managers about submitting a budget proposal for a larger storage unit
- Crystal Tressler (open):
Add a question about the website (rate 1-10, e.g.) to the next survey which goes out
- Harriet Langlois (closed):
Purchase shelves for storage unit to support storing store items within the unit
- Heidi Novak (open):
Contract Oksana to let her know that Kim Whalen will take on Friends of FSRC role
- Heidi Novak (open):
Notify Oksana that the RRCA stipend should be transferred to Heidi's name
- Lou King (open):
Lou to meet with Oksana and Barbara to discuss committee ownership (communications or membership) of FB moderation, including sub-pages (e.g., Group Runs)
- Crystal Tressler (open):
Seek volunteer to take on LB race director role for 2023

Motion/Vote Summary

- (approved)
Approve minutes from November 2021 Board Meeting
- (approved)
Approve budget as presented by Crystal
<https://drive.google.com/file/d/1rsdebpoJYgFNkycdVCn9s0sT1FgSO28H/view?usp=sharing>

Discussion Items

Call to Order

Meeting called to order at 6:05

Approve Minutes from November 17, 2021 Board Meeting

Review minutes at this link:

https://docs.google.com/document/d/1yFT_kCTHvUc7qpNcEnD06sWtEDucdQ77871dXb-kUfE/edit

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

Approve minutes from November 2021 Board Meeting

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

Treasurer's Report [Crystal Tressler / Treasurer]

Review and approve budget

<https://drive.google.com/file/d/1rsdebpoJYgFNkycdVCn9s0sT1FgSO28H/view?usp=sharing>

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

Approve budget as presented by Crystal

<https://drive.google.com/file/d/1rsdebpoJYgFNkycdVCn9s0sT1FgSO28H/view?usp=sharing>

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

Advertising Policy and Friends of FSRC [Oksana Lightfield / Communications Chair]

The issue came up when Kristen Watkins became the store manager for Charm City Run, Frederick. She is also the club's Social Media Editor, which presents a possible conflict of interests. Although Kristen has exercised excellent judgement so far, the president and the

board have been in communication with Kristen and will have met with her in-person at the time of this board meeting. I, as communications committee chair, have two questions so far:

1. Who (committee or individual) decides what posts/events are appropriate for sharing on our FB group from "Friends of FSRC" (including CCR) and
2. Who is responsible for posting them on FB?

The FB posting/sharing is no problem for me personally. It's the initial decision that is tricky.

Conversely, if Membership wants to keep things as they have been, that is fine too. Right now Membership is listed as the one to be contacted for such requests as per Advertising Policy.

Kim Whalen will join communications committee and has agreed to take on Friends of FSRC role.

ACTION: Heidi Novak (open)

Contract Oksana to let her know that Kim Whalen will take on Friends of FSRC role

RRCA Communication Excellence Award [Oksana Lightfield / Communications Chair]

Congrats to our club and the communications committee for receiving such an award! Thank you to Harriet and Lou for nominating us! Oksana was offered a traveling stipend of \$400 to cover the expenses associated with traveling to and hotel stay in Orlando to receive the award. Unfortunately, Oksana is not available during those dates, but the stipend is transferrable. The club needs to decide on the most appropriate club member to transfer the stipend to. Please let Oksana know as soon as possible.

The RRCA stipend will be used to cover Heidi's travel therefore allowing club to save on this expense.

ACTION: Heidi Novak (open)

Notify Oksana that the RRCA stipend should be transferred to Heidi's name

Facebook Group posts [Barb Meely / Membership Chair]

From the Facebook changes and now being fully public, need assistance to watch for non-running posts and comments. It is not as easy to filter now.

Kim Whalen has agreed to help, she is currently part of the communication committee,

ACTION: Lou King (open)

Lou to meet with Oksana and Barbara to discuss committee ownership (communications or membership) of FB moderation, including sub-pages (e.g., Group Runs)

Races

Low-Key Trail Race [Harriet Langlois / Races Committee Chair]

We got a bit of a late start on planning the 2022 Lil' B and ran into some difficulties with the permit. It's not clear now if those difficulties could be resolved with more time or if we should pursue a different venue for 2023. Offering a short-ish beginner-friendly trail race is a really nice member benefit for our trail runners and I think we should try to make it happen. The Lil' B was held in 2018 and 2019 and has been dormant during the pandemic years (but we should be beyond that now).

We want to commit to running the Little Bennett trail race in 2023. We will need a race director to start planning later this year. We also discussed the possibility of using the Thorpewood course if permitting doesn't work out at Little Bennett

ACTION: Crystal Tressler (open)

Seek volunteer to take on LB race director role for 2023

Non-binary options for races [Harriet Langlois / Races Committee Chair]

RunSignUp is phasing in support of non-binary options for runner profiles and races. For profiles, runners are now allowed to choose between Male, Female, Non-binary and "Prefer Not to Say". Races can choose to enable non-binary as an option for registrants, and then the participant's registration will pick up the gender from the profile. If the race doesn't support non-binary, the registrant will get a pop-up explaining that the race doesn't support their gender and they have to choose between M/F.

At this point we plan to support non-binary for Summer Solstice and Ken Racine has made some changes to his timing software to support it. Awards will go 2-deep overall in this category. Runners who choose "not to say", will be listed in overall results but will not be eligible for any awards.

WDF will remain female only.

We need to decide how to handle this for MSM where we do heats by gender. And we need to explore what this means for Rick's Run.

As a related topic, we need to think about what this means for FSRC membership and competition.

Board supportive of non-binary option for SS8K. Need to think through how to operationalize this for MSM. Will see how many entrants we get in this category. Harriet will bring this topic back to the Aug Board Meeting.

Website Page Reviews [Lou King / Technology Chair]

- Most of the committee chairs have seen that they have upcoming website reviews. We set up the system to have the page reviews expire on Feb 15 every year, to approximately coincide with the first board meeting of the year.

- The earlier reminder you received was immediate when we put these tasks in place.
- Many of you have recently reviewed the website, and we thank you for that. If you think nothing has changed it should be ok to mark your page review task as completed. But it might be worth a quick look to make sure the assigned pages are still up to date.

Website reviews are due from Committee Chairs. Please check off task in Membertility when complete.

Timing Automation Support with RaceDay Scoring [Lou King / Technology Chair]

- Lou King is researching automation of some of the processes used for low key races, and possibly client races, to save volunteer time and eliminate errors.
- Currently, we time our low key and client races using manual processes with a device called a Time Machine. The Time Machine is used to record all of the participants times, and most of the participants bib numbers associated with the times. Pull tags are kept in order and placed on a sticky board, and bibs/times printed from the Time Machine are reviewed and the times written on the pull tags. The pull tags are reviewed manually to determine overall and division award winners. Results are produced by someone manually typing the information on the pull tags into a spreadsheet.
- We can automate much of this process by using the Time Machine in the same manner. The Time Machine would transmit the information normally printed (bibs/times) to a laptop, and these results would be routed to timing software called RaceDay Scoring. Linked to RunSignUp, RaceDay Scoring can give award winners and full results without visual review and manual typing.

Board in agreement to pursue this technology. It will be piloted at Lewis run, in parallel with usual system.

Next Board Meeting - Wednesday, May 18, 2022

Meeting Adjourned at 7:31pm