

Minutes: FSRC Board Meeting - 2024-02-28

Attendees

Voting

- Rob Prokop - Director
- Harriet Langlois - Director, Women's Distance Festival Race Director, Summer Solstice 8K Race Director, Races Committee Chair
- Lou King - Technology Chair, Director
- Tim O'Keefe - Director, Decathlon Director
- Michele Newton - Training Coach (RRCA Certified), President
- Michelle Edwards - Secretary
- Ainsley Cain - Training Committee Chair, Training Coach (RRCA Certified), Vice President
- Crystal Tressler - Treasurer, Training Coach (RRCA Certified)

Non-voting

- Oksana Lightfield - Communications Chair, Newsletter Editor
- Jake Sisler - Market Street Mile Race Director, Racing Team Member (Jan-Dec)
- Carolyn DiMaria - Store Chair
- Greta Young - Volunteer Coordination Chair
- Johanna Homon - Rick's Run Assistant Race Director
- Michelle Felux - Rick's Run Assistant Race Director, Newsletter Editor

Additional Information

Meeting called to order at

Action Item Summary (updates since 2023-11-01)

- Ainsley Cain (closed):
Create Roles and Responsibilities document for Committees
- Tim O'Keefe (closed):
Tim to create a document outlining the role of Equipment Manager (with assistance from Harriett).
- Lou King (closed):
Lou to come back to Board with additional information and a proposal for chip timing system
- Lou King (closed):
Lou to evaluate getting 3-4 new android tablets for races and FSRC store
- Michele Newton (closed):
Michele will propose some language refinement for the Club awards and will circulate to the Board and the Competition Committee for review via email.
- Michele Newton (closed):
Michele will write up the description of the 50th Anniversary Committee and put a communication plan into place.

- Greta Young (closed):
Greta to recruit for a volunteer to coordinate the shirts for the training runs.
- Greta Young (open):
Greta to recruit for a new Group Run coordinator
- Barb Meely (closed):
Barb and Lou will review the facebook admin list and make adjustments (pair down list).
- Heidi Novak (open):
Heidi to create the role/responsibility document for the Racing Team Committee
- Steve Dobson (open):
Steve to create the roles and responsibilities document for the Competition Committee
- Michele Newton (open):
Michele N to identify a chair for the new Youth Training Committee

Motion/Vote Summary

- (approved)
Approve the minutes from the November 2023 Board Meeting
- (approved)
Approve the check in hardware budget proposal
- (approved)
Approve the chip timing budget proposal

Discussion Items

Call to order

Meeting called to order at 6:40pm

Treasurer's Report [Crystal Tressler / Treasurer]

https://drive.google.com/file/d/1E4A7-wyKI1Re5Vnv5oSTZnw7gBSnS3IG/view?usp=drive_link

Although the club has healthy cash reserves, we have a negative operating budget. The Executive Board will convene a small working group to discuss potential mitigations.

MOTION approved [mover Harriet Langlois, seconder Ainsley Cain]:

Approve the check in hardware budget proposal

https://docs.google.com/document/d/12zFchLiWtHAcjKlnN4KSFcsIfSoQI9QnUT7pVmJVyps/edit?usp=drive_link

votes: Ainsley Cain (approved), Crystal Tressler (approved), Harriet Langlois (approved), Lou King (approved), Michele Newton (approved), Michelle Edwards (approved), Rob Prokop (approved), Tim O'Keefe (approved)

MOTION approved [mover Tim O'Keefe, seconder Michele Newton]:

Approve the chip timing budget proposal

Proposal: https://docs.google.com/document/d/1zr-Cw8X7nWfMyWCj2FB5_p1UQE2byH0KVdaBiceTSiM/edit

votes: Ainsley Cain (approved), Crystal Tressler (approved), Harriet Langlois (approved), Lou King (approved), Michele Newton (approved), Michelle Edwards (approved), Rob Prokop (approved), Tim O'Keefe (approved)

Approve November Board Meeting Minutes

https://docs.google.com/document/d/1X1_zPzbG9MfhAzyt2iSG2qe5vsTcUyoTt70oscVzlcE/preview

MOTION approved [mover Crystal Tressler, seconder Lou King]:

Approve the minutes from the November 2023 Board Meeting

votes: Ainsley Cain (approved), Crystal Tressler (approved), Harriet Langlois (approved), Lou King (approved), Michele Newton (approved), Michelle Edwards (approved), Rob Prokop (approved), Tim O'Keefe (approved)

Membership [Barb Meely / Membership Chair]

- Ended 2023 year with highest membership count in club history.
- Nonsocial media members have signed up for email notifications from Group Runs page. They have been very appreciative. However, this ability will be going away soon due to Meta changes.
- Asked for suggestions from members, passed along and action was taken to have a beginners 5k training group and self-defense class.
- Free Self Defense class is scheduled for late April for up to 30 members, will announce a month prior with signup.
- Scheduling a New Member Meet & Greet end of March/beginning of April. It will be schedule on a Sunday to not conflict with training groups and if the need for a make up at a Pub Run. I will need volunteers to help with information review and run afterwards.
- Handed off Social Media Monitoring to Mary Bellamy. It falls under Communications but will assist as needed.

President's Report

50th Anniversary Planning Committee [Michele Newton / President]

I would like to get the Board's input on who to reach out to be part of the 50th Anniversary Planning Committee. Current volunteers include:

- Peggy Waxter - past president, veteran member
- Tim O'Keefe - past president, board member
- Barb Meely - membership chair
- Greta Young - volunteer committee chair
- Hector Chicas- new member
- Julie Fernandes - newer member

- Lindsay Westcott - website team

Google workspace group review / update [Lou King / Technology Chair]

- it's important to make sure our google workspace files are accessible to the right people and that our group emails are going to the right people
- all board members who "own" groups should review by following the instructions in the task assigned to them in membertility
- this took me about 5-10 minutes and there are a lot of groups I own
- please don't mark the task as complete until you've completed it
- if you have any trouble with this there are instructions in the task on who to contact

New membership system from RunSignUp [Lou King / Technology Chair]

- giving the leadership a heads up that RunSignUp will be offering a new membership system, likely before the next board meeting.
- Some highlights
 - more modern look and feel
 - better reporting
 - supports auto renewal
 - supports ApplePay
 - includes a more modern store – we'll be looking this to see if it's easier to work with than woocommerce
 - details and road map at <https://info.runsignup.com/2023/09/20/next-gen-membership-system/> and <https://info.runsignup.com/2024/01/17/next-gen-memberships-going-to-beta/>

President's Report

How to manage potential for Executive Officer slate to turn-over in 2025 [Michele Newton / President]

The Executive Officers met on Feb. 19th. I raised the need to make sure that we are recruiting and mentoring others for our various roles with the Club. This surfaced that all of the current officers may elect to not serve another term at the end of 2024.

Crystal pointed out that this would be first time in six years that all of the Executive Officers would leave at one time. We discussed options for the sake of continuity including potentially having an officer serve a one-year term.

Website review / update [Lou King / Technology Chair]

- it's important to review our website periodically so that members and other website visitors see up to date information
- all committee leads should be doing the page reviews which have been assigned to them via membertility
- please don't mark the task as complete until you've reviewed it
- Kathy Cea can help with logistics of making changes

Highlights of Committee Reports

Youth Programs [Ainsley Cain / Training Committee Chair]

I would like to propose splitting the youth programs into their own committee or creating a sub-committee under training if that would work better.

The Board agrees move the youth programs outside of the Training Committee into a new "Youth Training Committee" that will encompass Spries and Panthers program.

ACTION: Michele Newton (open)

Michele N to identify a chair for the new Youth Training Committee

Next Board Meeting Date - May 8th

Meeting Close

Meeting closed at 8:20pm