

**Kalamazoo Area Runners Board Meeting 1**



KAR Board Meeting - Monday, February 6, 2017, at 7:30 p.m. at Gazelle Sports

**Attendees:** Bonnie Sexton, Chelsea Dilla, Kirstin Simons, Amy Clark, Scott Struck, Shelbi Cummings, Fred Keister, Liz VandenHeede, Kristen Mansfield, Ferdi Hintze, Heather Woodbury

**Absent:** Carrie Hoch-Mortlock, Jim Pollock

**Meeting Time 7:30 pm**

Time	Agenda Item	Discussion	Follow-up Items
7:27 p.m.	<b>CONSENT AGENDA:</b>	<ul style="list-style-type: none"> <li>Acceptance of Financials through December 2016</li> </ul>	<ul style="list-style-type: none"> <li>Board motioned and approved.</li> </ul>
		<ul style="list-style-type: none"> <li>Acceptance of Minutes for January 2017 Board Meeting</li> </ul>	
		<ul style="list-style-type: none"> <li>Acceptance of Minutes for January 2017 Finance Committee Meeting</li> </ul>	
	<b>OPEN ISSUES:</b>		
7:28 p.m.	<b>Runner Recognition Awards - Selection (Board) (30 minutes)</b>	Comeback Runner of the Year <ul style="list-style-type: none"> <li>Chelsey Jones</li> </ul> Grand Masters <ul style="list-style-type: none"> <li>Peggy Zeeb</li> </ul>	<ul style="list-style-type: none"> <li>Board motioned and approved.</li> </ul>



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		<p>Grand Masters Male</p> <ul style="list-style-type: none"><li>• Mark Sigfrids</li></ul> <p>Masters Runner of the Year - Female</p> <ul style="list-style-type: none"><li>• Heather Boersma - Board Nominee</li></ul> <p>Masters Runner of the Year - Male</p> <ul style="list-style-type: none"><li>• Jeff Layne</li></ul> <p>Mega-Marathoner</p> <ul style="list-style-type: none"><li>• Scott Vanloo</li></ul> <p>Mega-Racer</p> <ul style="list-style-type: none"><li>• Frank Maston</li></ul> <p>Mega-Trail Racer</p> <ul style="list-style-type: none"><li>• Frank Maston</li></ul> <p>Most Improved Runner</p> <ul style="list-style-type: none"><li>• Andy Hirzel</li></ul> <p>Open Runner of the Year - Female</p> <ul style="list-style-type: none"><li>• Marie Billen</li></ul> <p>Open Runner of the Year - Male</p> <ul style="list-style-type: none"><li>• Julian Borst</li></ul> <p>Perseverance Award</p>	
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		<ul style="list-style-type: none"><li>• Denise Keely Volunteer of the Year</li><li>• Arya Jayatilaka Social Runner of the Year</li><li>• Julie Bradfield Spirit of Running Award</li><li>• Matthew Norko Story Contributor</li><li>• Bonnie Sexton Youth Runner - Female</li><li>• Evelyn Argo Youth Runner - Male</li><li>• Jackson Lam</li></ul> <p>*Code for outgoing Board Members (5) and Award Winners *Bonnie to notify winners</p>	
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7:54 p.m.	<b>Approval of Nikki Elder for KAR Debit Card, Chelsea Dilla as Authorized Signor (Board) (5 minutes)</b>	<ul style="list-style-type: none"> <li>● Chelsea OK with being an authorized signor and debit card holder</li> <li>● Emergencies and in the event the Treasurer is unavailable</li> </ul>	<ul style="list-style-type: none"> <li>● Board motioned and approved.</li> </ul>
8:03 p.m.	<b>RRCA Convention Arrangements and Volunteer (Board) (5 minutes)</b>	<ul style="list-style-type: none"> <li>● Kristen not signed up yet - submit for reimbursement</li> <li>● Volunteering in general areas currently</li> <li>● Scott - volunteering around coaches training</li> </ul>	<ul style="list-style-type: none"> <li>● Update only.</li> </ul>
8:11 p.m.	<b>Determine Executive Committee Meeting to Discuss Job Description (Board) (5 minutes)</b>	<ul style="list-style-type: none"> <li>● Shelbi, Kristen, Jim, Bonnie</li> <li>● Using information gathered from Google drive (tasks to delegate to staff)</li> <li>● Bonnie to send out some available dates to the group (17th-23rd)</li> </ul>	<ul style="list-style-type: none"> <li>● Update only.</li> </ul>
8:15 p.m.	<b>Donation of past race shirts (Board) (5 minutes)</b>	<ul style="list-style-type: none"> <li>● Donate to Borgess run camp closet - Chelsea to pick up and/or coordinate</li> </ul>	<ul style="list-style-type: none"> <li>● Board motioned and approved.</li> </ul>
8:20 p.m.	<b>Experiential Learning Center Event Management Proposal (Bonnie, Board) (15 minutes)</b>	<ul style="list-style-type: none"> <li>● Bonnie met with Deb</li> <li>● Deb is a WMU Professor and Director of Experiential Learning Center</li> </ul>	<ul style="list-style-type: none"> <li>● Board motioned and approved.</li> </ul>



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		<ul style="list-style-type: none"> <li>● Organize events for other organizations (Do-Dah Parade)</li> <li>● Low rates - the most an intern gets is \$11/hour</li> <li>● A temp agency for Event Management</li> <li>● Budget is set for a higher paid employee - this money would be used for this</li> <li>● A proposal was prepared by Experiential Learning Center</li> <li>● Volunteer Recruitment</li> <li>● They would use our software (RunSignUp, etc.)</li> <li>● Use a system called Time-Clock Punch so that we would be charged specifically when they work on our events</li> <li>● Can provide marketing materials</li> <li>● Bonnie recommends starting with 1 event first to see how it works</li> </ul> <p>**Recommendation to approve to use them as needed (Sponsorship outreach for Turkey Trot is a need right now and possibly Kal-Haven)</p>	
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8:40 p.m.	<b>Winter Blast Half Marathon, 10k and 5k – (Bonnie – Informational Only) Next Steps (5 minutes)</b>	<ul style="list-style-type: none"> <li>● Bonnie met with Airzoo</li> <li>● Bonnie provided a breakdown based on the Classic model - KAR (course management, volunteer recruitment, start/finish line)</li> <li>● Airzoo - financial responsibility and heavy lifting</li> <li>● Arya Jayatilaka joined the meeting and Sarah Foster</li> <li>● Airzoo is sending someone to this years event and will make a decision after that</li> </ul>	<ul style="list-style-type: none"> <li>● Update only.</li> </ul>
	<b>BOARD ROUND TABLE DISCUSSION (30 minutes):</b>		
8:46 p.m.	<b>Event and program status updates and discussion</b>	<ul style="list-style-type: none"> <li>● <b>Bonnie:</b> Beyond is going well. 271 participants. Run through the Lights - met to discuss the agreement. Turkey Trot - losing half of the committee. Summer Safari - planning meetings to begin soon. Race for the Cure - organize a fundraising team. Club Series is almost done (added BC Half and 5K). Rundown (definitely give to staff)</li> </ul>	<ul style="list-style-type: none"> <li>● Update only.</li> </ul>



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		<ul style="list-style-type: none"><li>● <b>Scott:</b> Battle Creek meeting. Fast Track is gearing up and starts in April.</li><li>● <b>Kirstin:</b> Member reception runs are getting ready to go (April &amp; August). Discount code management is going well - presenting to Board most likely next month.</li><li>● <b>Amy:</b> Banquet update - Bonnie to show Amy how to send Constant Contact. Amy to send Liz website post.</li><li>● <b>Chelsea:</b> First Klassic meeting tomorrow. Kal-Haven committee. Member management.</li><li>● <b>Fred:</b> Kal-Haven (sponsors) - some expenses have increased (State of MI increased fee by \$250). Needed to get 3 more porta-johns. Hoping to get more financial support for these extra expenses. Trail permit is completed. Still working on aid-stations (OK without coordinator at this point though). Set up next meeting for month end (Chelsea to send out</li></ul>	
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		<p>Doodle Survey). Winter Fast Track - last weekend was a large drop in the participants. (60 signed up and 20 came last Sunday).</p> <ul style="list-style-type: none"> <li>● <b>Heather:</b> Member Reception Runs (see above with Kirstin). Beyond Team Leading. Easter Egg Committee - stuffing eggs this month.</li> <li>● <b>Shelbi:</b> Winterblast - still need more course marshalls. Expos - filled all of the open slots. March 5th: free hockey ticket.</li> <li>● <b>Liz:</b> Kal-Haven - following up with sponsors. Promotional emails - going out monthly. Membership brochure redesign.</li> <li>● <b>Kristen:</b> First Klassic meeting tomorrow.</li> <li>● <b>Ferdi:</b></li> </ul>	
	<b>Board Visionary Work (on hold)</b>	<ul style="list-style-type: none"> <li>● Not discussed.</li> </ul>	
	<b>Treasurer's Financial Report – N/A (January 2017)</b>	<ul style="list-style-type: none"> <li>● Not discussed.</li> </ul>	





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	<b>financials to be reviewed in March)</b>		
9:23 p.m.	<b>Vice President’s Membership Report – January 2017 (Chelsea) (5 Min)</b>	<ul style="list-style-type: none"> <li>• 1,393 members - end of January (down from last year at this time)</li> <li>• No responses from the non-renewals</li> </ul>	<ul style="list-style-type: none"> <li>• Update only.</li> </ul>
	<b>New Business</b>	<ul style="list-style-type: none"> <li>• None.</li> </ul>	
9:26 p.m.	<b>Meeting Adjourned</b>		
	<b>Next Board Meeting – March 6, 2017 at 7:30 at Maple YMCA</b>		
	<b>Executive Committee Meeting – TBD in February</b>		