

Kalamazoo Area Runners Board Meeting 1



KAR Board Meeting - Monday, June 6, 2016, at 7:30 p.m. at Maple YMCA

Attendees: Bonnie Sexton, Heather Woodbury, Shelbi Cummings, Nikki Elder, Chelsea Dilla, Joy Mills, Ferdi Hintze, Fred Keister, Kirstin Simmons, Scott Struck, Caleb Lowman (Team Red, White and Blue), Jim Pollock

Absent: Carrie Hoch-Mortlock, Kristen Mansfield, Amy Clark

Meeting Time 7:30 pm

Time	Agenda Item	Discussion	Follow-up Items
7:30 p.m.	CONSENT AGENDA:	<ul style="list-style-type: none"> ● Acceptance of Financials through April 2016 	<ul style="list-style-type: none"> ● Board motioned and approved.
		<ul style="list-style-type: none"> ● Acceptance of Minutes for May 2016 	
	Open Issues		
8:33 p.m.	Appointment of Kirstin Simmons as Interim Board Member at Large (All) (5 min)	<ul style="list-style-type: none"> ● Kirstin sent her letter of intent to the Board ● Interim position ● Member for 4 years ● Accountant/Activist ● Interested in Audit Committee to replace Bonnie 	<ul style="list-style-type: none"> ● Board motioned and approved.



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8:38 p.m.	Audit Committee Recommendations (Bonnie/Chelsea) (10 minutes)	<ul style="list-style-type: none"> ● New Audit Committee established. ● Reviewed during Finance Committee meeting ● Separate meeting minutes ● Saving hard copies of financial reports along with electronic ● Quickbooks recommendation - look into cloud based system (Finance Committee looking into) ● Monthly reconciliation of accounts ● Create year over year expense report by program or event 	<ul style="list-style-type: none"> ● Information only.
8:41 p.m.	RRCA Convention in Detroit (Bonnie) (10 minutes)	<ul style="list-style-type: none"> ● KAR involvement in a small piece <ul style="list-style-type: none"> ○ Registration ○ Group Run Leader ● \$380 - cost of convention ● 8-10 Board Members interested ● March 8-12, 2017 ● Possible scholarship for people who have never gone before 	<ul style="list-style-type: none"> ● Information only.



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7:30 p.m.	Team Red, White and Blue Partnership w/ Fast Track (Bonnie) (10 minutes)	<ul style="list-style-type: none"> ● Pay own hotel/travel ● Caleb, Chapter Captain - Team Red, White and Blue ● 501 (c)(3) ● Help veterans connect to community ● Diminish the gap between veterans and community members ● Health, People, and Purpose! ● Running, biking, walking, etc. - Focus on movement and activity ● Kalamazoo Chapter was started in January ● Strengthen membership by partnering with other organizations ● Bonnie's Proposal: ● Dual-contribution system - participation discount (\$10 recommendation group discount) ● Team Red, White and Blue would subsidize an additional \$175 - 7 participants would get 	<ul style="list-style-type: none"> ● Board motioned and approved the partnership and the partnership agreement.
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		<p>Fast Track registration for free (would pay to become KAR members)</p> <ul style="list-style-type: none">● Joy to look into options on RunSignUp (1 or 2 discount codes)● Battle Creek is part of Kalamazoo currently (only 4-5 individuals in BC)● Overlap of KAR's mission● Potential to add more members/volunteers to KAR, strengthen financials (memberships)● Next level: fund raising, or partnering on events● Diversifying KAR's membership● Minimal HR involvement - contract for reimbursement from Team Red, White and Blue● Mutual indemnification agreement in contract (parties agree not to sue each other)<ul style="list-style-type: none">○ Separate project and agenda item to review existing contracts	
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		<ul style="list-style-type: none"> ● Include partnership in Rundown - or highlight a new member ● Table at Expos for Team RWB (June 17th) 	
8:50 p.m.	Winter Blast Facebook Proposal (Joy) (10 minutes)	<ul style="list-style-type: none"> ● Started with Kal-Haven page ● All FaceBook boosts are on main KAR page ● 292 Fans ● Activity right before and after event (excitement, photos) ● Set up a similar page for Winter Blast ● Chris Hunt would maintain page 	<ul style="list-style-type: none"> ● Board motioned and approved.
8:08 p.m.	Discussion with Bronson Regarding Training Program Partnership (Informational) (Bonnie, Shelbi, Fred) (10 min)	<ul style="list-style-type: none"> ● Employee wellness dollars ● Bronson Battle Creek ● Presenting sponsor of training programs ● Borgess/Bronson relationships ● Beyond targets Borgess - Most important community event to our members 	<ul style="list-style-type: none"> ● Information only. Shelbi, Fred and Bonnie to work on together.



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		<ul style="list-style-type: none">● Grant from Bronson asked for a proposal of all programs (for both Battle Creek and Kalamazoo)● Consistency with Battle Creek Programs● Will need high quality consistency● Bronson employees in Battle Creek involvement<ul style="list-style-type: none">○ Professionals● Need to check into local services<ul style="list-style-type: none">○ Speakers from the Battle Creek community (without having to go to Kalamazoo for the service)● Communications in Battle Creek - finding the right person or people (Professional Level Communications)<ul style="list-style-type: none">○ Nikki Elder to lead● PT in Battle Creek, but no sports medicine	
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<p>8:55 p.m.</p>	<p>KAR PP 7.4 Group Run/Training Program Guidelines (Bonnie) (10 minutes)</p>	<ul style="list-style-type: none"> ● Minors - changed language to age 18 (must be accompanied by an adult if under 18) <ul style="list-style-type: none"> ○ Waiver signed by parent or legal guardian ○ Parent must remain on premises and/or accompany child ○ Add verbiage to waiver if a parent becomes separated from their child ● Group Runs - waiver and sign in now (first time only) ● Need to add waiver to Tuesday morning Track work-out sessions (Joy) ● Need waiver for non-member drop-ins since Members sign a waiver upon sign up ● Sign up sheet still needed to reconcile the payments received for drop-ins 	<ul style="list-style-type: none"> ● Jim to write a waiver based on Event or Program for consistency (some standard language) for next Board meeting.
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		<ul style="list-style-type: none"> ● Strollers and Dogs 	
	Visionary Work		
	Mission Statement Review (10 minutes) (All)	<ul style="list-style-type: none"> ● Not discussed. 	
	Treasurer's Financial Report – May 2016 (Ferdi) (5 Min)	<ul style="list-style-type: none"> ● Not discussed. 	
	Vice President's Membership Report – May 2016 (Chelsea) (5 Min)	<ul style="list-style-type: none"> ● Not discussed. 	
	Executive Director's Report (Joy) (5 Min)	<ul style="list-style-type: none"> ● Not discussed. 	
	President's Report (Bonnie) (5 Min)	<ul style="list-style-type: none"> ● Not discussed. 	
	Conflict of Interest Statement Review (10 Min)	<ul style="list-style-type: none"> ● Not discussed. 	
	New Business	<ul style="list-style-type: none"> ● Not discussed. 	
9:33	Meeting Adjourned		



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