

**Kalamazoo Area Runners Board Meeting 1**



KAR Board Meeting - Monday, May 2, 2016 at 7:30pm at Maple YMCA

**Attendees:** Bonnie Sexton, Amy Clark, Joy Mills, Scott Struck, Shelbi Cummings, Carrie Hoch-Mortlock, Chelsea Dilla, Ferdi Hintze, Fred Keister, Jim Pollock, Heather Woodbury

**Absent:** Kristen Maxwell

**Meeting Time 7:30 pm**

Time	Agenda Item	Discussion	Follow-up Items
7:37	<b>CONSENT AGENDA:</b>	<ul style="list-style-type: none"> <li>● Acceptance of Financials through March 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 April 2016</li> </ul>	
	<b>Open Issues</b>		
7:38	<b>Project Sole (Carrie) (15 minutes)</b>	<ul style="list-style-type: none"> <li>● Each pair of shoes collected, donate \$2</li> <li>● KAR's responsibility:                             <ul style="list-style-type: none"> <li>○ Marketing (reaching out to members)</li> <li>○ Collection opportunities (at our events)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Carrie to check references and do the survey.</li> </ul>



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		<ul style="list-style-type: none"><li>● Prepaid shipping (no cost to KAR)</li><li>● Carrie interested in spearheading</li><li>● Consistent with our mission</li><li>● Need to be clear with membership on where funds are going<ul style="list-style-type: none"><li>○ Scholarship possibilities (hard to implement - set criteria)</li></ul></li><li>● Could include in annual membership survey (interest)</li><li>● Time would include packing shoes (about an hour per event)</li><li>● Going forward - add a paragraph in existing event communication</li><li>● Can someone benefit from the shoes locally?</li><li>● Carrie will ask for some references - are they financially sound?</li><li>● 501(c)3</li><li>● Carrie to create a Survey Monkey to gauge membership interest and/or participation</li></ul>	
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7:51	<b>Asics Fanwear Pricing (Joy) (5 minutes)</b>	<ul style="list-style-type: none"> <li>● Gazelle leftover Asics inventory</li> <li>● Opportunity to sell</li> <li>● Joy created a spreadsheet of different options for markup (30%, 40%, and 50%)</li> <li>● 40% agreed.</li> </ul>	<ul style="list-style-type: none"> <li>● Board motioned and approved (40% markup).</li> </ul>
7:58	<b>KAR PP 7.4 Group Run/Training Program Guidelines (Bonnie) (10 minutes)</b>	<ul style="list-style-type: none"> <li>● Some RRCA guidelines apply to groups of 15+</li> <li>● Some apply to all groups</li> <li>● Some of our group runs are consistently having over 15 runners</li> <li>● RRCA recommendation is to have someone:             <ul style="list-style-type: none"> <li>○ CPR/First Aid certified</li> <li>○ First aid kit in leader's car</li> <li>○ May need to check with authorities (Kal-Haven Trail)</li> <li>○ Group paces together</li> <li>○ Plan route (communications)</li> <li>○ "Back of the pack" runner with cell</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Bonnie to take Board's feedback and revise guidelines.</li> <li>● Will revisit.</li> </ul>



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		<ul style="list-style-type: none"><li>● Waiver (applies to all group runs, regardless of size):<ul style="list-style-type: none"><li>○ Sign the first time only</li><li>○ Find ways to make it easy for our members</li></ul></li><li>● Strollers:<ul style="list-style-type: none"><li>○ Currently - up to group run director (dependent upon course)</li><li>○ Introduces fitness and healthy lifestyle into family</li><li>○ Suggested to include in the waiver (stroller is up to conditions)</li></ul></li><li>● Dogs:<ul style="list-style-type: none"><li>○ Currently - if property doesn't allow dogs, then not allowed.</li></ul></li><li>● Minors:<ul style="list-style-type: none"><li>○ We don't currently background check</li></ul></li></ul>	
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		<ul style="list-style-type: none"> <li>○ Under age 13 must be accompanied by adult</li> <li>● Bonnie to send Jim (and Board) our current group run waiver</li> </ul>	
8:33	<b>Summer Safari and Fast Track and Beyond Outreach Needs (Bonnie) (5 minutes)</b>	<ul style="list-style-type: none"> <li>● 13 Fast Track coaches                             <ul style="list-style-type: none"> <li>○ In need of more Beginner Coaches</li> <li>○ Program begins in July</li> </ul> </li> <li>● Bonnie is re-opening the application</li> <li>● Ferdi is interested in the 22-24 min 5k group</li> <li>● Summer Safari coach application just went out                             <ul style="list-style-type: none"> <li>○ Team Leaders (no substitutes)</li> <li>○ Track Coaches</li> </ul> </li> <li>● Beyond: Biggest Concern                             <ul style="list-style-type: none"> <li>○ Steve, Andy, Brian and Nancy won't be returning to the committee</li> <li>○ Goal: New committee by summer</li> <li>○ 2 director model</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Update Only.</li> </ul>



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		<ul style="list-style-type: none"> <li>○ Participant survey will go out (will include a question if they'd be interested in joining the committee)</li> <li>● If Bonnie co-directs Beyond, someone would need to take over Winter Fast Track Director             <ul style="list-style-type: none"> <li>○ Shelbi and Fred interested in co-directing Fast Track - will think about it</li> </ul> </li> <li>● Partnering with Bronson - Bonnie to reach out to Grant (with Fred and Shelbi)</li> <li>● Bonnie to start recruiting for Beyond committee</li> <li>● Bonnie to talk to Kristine about registration</li> </ul>	
9:01	<b>RRCA "Roadie" Program (Bonnie) (5 minutes)</b>	<ul style="list-style-type: none"> <li>● New RRCA State Rep (Scott F)             <ul style="list-style-type: none"> <li>○ Coming to Kalamazoo Klassic</li> </ul> </li> <li>● Would like to see updated apparel design</li> </ul>	<ul style="list-style-type: none"> <li>● Update Only.</li> </ul>



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		<ul style="list-style-type: none"> <li>• Wear singlets at different races across the state (then tag #RRCA in photos)</li> <li>• We have a duty to promote KAR and the RRCA (as a chapter)</li> <li>• Bonnie to provide feedback to Scott</li> </ul>	
	<b>Strategic Plan Review – Part II (Bonnie) (15 minutes)</b>	<ul style="list-style-type: none"> <li>• Tabled until next meeting</li> </ul>	
	<b>Visionary Work</b>		
	<b>Mission Statement Review (10 minutes) (All)</b>	<ul style="list-style-type: none"> <li>• Tabled until next meeting</li> </ul>	
9:09	<b>Treasurer’s Financial Report – April 2016 (Ferdie) (5 Min)</b>	<ul style="list-style-type: none"> <li>• We’re paying out a lot right now (invoices coming in)</li> <li>• Quiet revenue time of year</li> <li>• YTD Revenue last year at this time (\$70,845); this year YTD revenue (\$71,562)</li> </ul>	<ul style="list-style-type: none"> <li>• Update Only.</li> </ul>



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9:13	<b>Vice President's Membership Report – April 2016 (Chelsea) (5 Min)</b>	<ul style="list-style-type: none"> <li>● 1,562 members</li> <li>● Growing about 10% year over year</li> <li>● New Member tab on Chelsea's spreadsheet (11 new members April)</li> <li>● With new programs, we see new participants/members</li> <li>● Seasonal spikes (summer programs)</li> <li>● Follow up survey for those members who do not renew                         <ul style="list-style-type: none"> <li>○ Heather and Chelsea could send a personal email</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Update Only.</li> </ul>
9:21	<b>Executive Director's Report (Joy) (5 Min)</b>	<ul style="list-style-type: none"> <li>● April = Kal-Haven                         <ul style="list-style-type: none"> <li>○ Record numbers</li> </ul> </li> <li>● Easter Egg Hunt post committee meeting                         <ul style="list-style-type: none"> <li>○ Name change</li> <li>○ Need additional sponsors</li> <li>○ Cap at 500 next year</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Update Only.</li> </ul>





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9:24	<b>President's Report (Bonnie) (5 Min)</b>	<ul style="list-style-type: none"> <li>● Adding to meetings so that Board is aware of responsibilities (to transition to paid staff in future)</li> <li>● Beyond in Battle Creek                             <ul style="list-style-type: none"> <li>○ 22/59 participants at Clinic Night</li> </ul> </li> <li>● Bonnie directed Nikki Elder to consult with an attorney regarding recruiting volunteers for Battle Creek Half Marathon (involving her LLC)</li> <li>● Klassic - In need of a lot of volunteers                             <ul style="list-style-type: none"> <li>○ Exceeding donations</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Update Only.</li> </ul>
	<b>New Business</b>		
9:33	<b>Meeting Adjourned</b>		

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