

Minutes of PGRC Annual Meeting of November 5, 2016

I. MEETING CONVENED

The Annual Meeting of the PGRC convened on Saturday, November 5, 2016 at the Watkins Regional Park Conference Center. The following members were in attendance: Sheila Barfield, Jim Cantwell, Cindy Cohen, Rebecca Cormeny, Jennifer Cormeny, Kyra Eatmon, Tara Eggleston, Maria Green, Lauren Haley, Yvonne Hill, Andrea Hong, Lisa Jordan, Ndegwa Kamau, Susan Keller, Paula Liverpool-Davis, Cassandra Logan, Amanda Mercer, Polly O'Rourke, Dave Roeder, Sally Sebastian, Mark Shroder, Sharon Vanwright, Bex Williams, LaTonya Wilson, Clarise Cannings, Jud Cantwell, Ginny Fromel, Gene Lehr, Barbara Ramey-Wallace, Tina Nixon, Rebecca Crawford, Andrea Ford, Bill Radcliffe, Angela Taylor, Jane Roust, and Joseph Finian.

II. AGENDA

A. Election of New Board Members

- **Motion: To elect Cindy Cohen as President; Clarise Cannings as Vice President; Jim Cantwell as Treasurer; Sheila Barfield as Secretary; James Roberts as Equipment Manager; Rebecca Cormeny as Race Coordinator; Maria Green as Training Coordinator; Sonya Stovall as Membership Coordinator; Bex Williams as Volunteer Coordinator; Dave Roeder as Social Coordinator; Tina Nixon as Information Coordinator; and Ndegwa Kamau as At-Large Member**
- **Vote: Motion Carried by unanimous vote.**
- **Resolved: The aforementioned persons were elected to serve in the aforementioned positions.**

The meeting adjourned at 1:00 p.m.

Minutes of PGRC Board Meeting of December 10, 2016

I. MEETING CONVENED

The meeting of the PGRC Board of Directors convened on Saturday, December 10, 2016 at the Watkins Regional Park Conference Center and was called to order at 11:15 a.m. Those in attendance were Cindy Cohen, President; Clarise Cannings, Vice President; Jim Cantwell, Treasurer; Sheila Barfield, Secretary; James Roberts, Equipment Manager; Rebecca Cormeny, Race Coordinator; Sonya Stovall, Membership Coordinator; Bex Williams, Volunteer Coordinator; and Ndegwa Kamau, At-Large Member.

II. AGENDA

A. Treasurer's Report

- Jim presented the following Income Statement for the period of November 1, 2015 to October 31, 2016:

Income	
Racing fees and club dues	\$20,823
Sales of merchandise	1,180
Reimbursements/others	1,217
Total	\$23,220
Expenses	
Racing expenses	\$6,802
Special events/awards	2,895
Taxes	748
Dues	1,771
Bank fees	104
Website	534
Miscellaneous/supplies	896
Training	395
Rent Storage	278
Total	\$14,423
NET INCOME	\$8,797

Balance Sheet as of October 31, 2016

Cash Checking	\$27,794
Equipment	14,845
Accumulated Depreciation	-11,667
Total Assets	\$30,972

programming to support members. She would like for the club to offer an 8K Winter Training Program; Running Start 5K Training Program; 10K Training Program; and Half Marathon Training Program. The coaches and the dates for these programs will have to be determined. A tentative budget for each program has been developed.

- She would also like for the club to offer three workshops for runners next year.

F. Membership Report

- Sonya provided this information. Club membership as of December 6, 2016:

December 2016		December 2015	
287 members	244 memberships	232 members	202 memberships

- Sonya is compiling the required membership information to comply with the RRCA’s renewal process for 2017. The RRCA renewal cost is \$1,322.40.

G. President’s Report

- Cindy led this discussion. Cindy presented the following draft calendar of club events for 2017:

January 1	PGRC at parkrun College Park
February 26	PGRC team at Club Challenge 10M
February 4-April 8	8K Training Program
April 15 (?)	Springburst 8K
May 6	Club semi-annual meeting and picnic
June 17-August 19	Running Start 5K Training Program
July-October	Half-Marathon Training Program
July 6-August 10	Summer Series Thursdays
August 27	WDF 5K and Men’s 5K
September	Volunteer Picnic
September 23-Dec 2	Fall 10K Training Program
November 4	Annual Meeting and Elections
December 2	Wright Stuff 10K

- All club events and races must be listed on the RRCA website.
- Generally, board meetings are the 1st Saturday of each month. Tentative dates for board meetings in 2017 are as follows: January 7, February 4, March 4, April 1, May 6 (semi-annual meeting), June 3, July 1, August 5, September 2, October 7, and November 4 (annual meeting).
- Cindy will finalize and distribute a member survey and talk with Maria to possibly coordinate with her for a training survey.
- The RRCA national convention will be in Detroit, Michigan from March 9-11. Anyone wishing to attend should let the club know so that a stipend may be provided.

H. Miscellaneous

- The meeting concluded with each person offering suggestions on how they think the club could improve. Some of the suggestions included better marketing of the club, more races, growth of the membership, programs to continue running during the winter months, consistent training programs, and more visibility on social media.

III. ACTION ITEMS

ACTION	ASSIGNED TO/SUGGESTED BY	DEADLINE
Find someone to build club's website.	Clarise with help from Polly and Tina	
Set race dates/work through logistics of races	Rebecca	
Work with person to design t-shirts for Springburst	Rebecca	
Order club t-shirts	Bex will work with Cass	
Compile membership information for RRCA	Sonya	
Conduct member survey	Cindy	
Continue developing training programs and training survey	Maria	

The meeting adjourned at 12:37 p.m.