

Minutes of PGRC Board Meeting of September 10, 2016

I. MEETING CONVENED

The meeting of the PGRC Board of Directors convened on Saturday, September 10, 2016 at the Watkins Regional Park Conference Center and was called to order at 11:20 a.m.. Those in attendance were Cindy Cohen, President; Jim Cantwell, Treasurer; Sheila Barfield, Secretary; James Roberts, Equipment Manager; Lauren Haley, Membership Coordinator; Polly O'Rourke, Information Coordinator; Tara Eggleston, Training Coordinator; Tony Bell; and Maria Green.

II. AGENDA

A. Training Committee Report

- Tara led this discussion. The committee is requesting an additional \$315.00 to pay for the remaining workshops, to cover the costs associated with the Fall 10K Training Program, and to donate to the yoga studio for the use of its space. The three workshops cost \$25.00 each; the gift cards for the two coaches (\$50.00 each) and six pace leaders (\$15.00 each) of the 10K training program cost \$190.00; and the donation to the yoga studio for the Yoga for Runners Workshop costs \$50.00.
- **Motion: To approve \$315.00 for the Training Committee.**
- **Vote: Motion Carried.**
- **Resolved: \$315.00 is allocated to the Training Committee to pay for the items listed above.**
- The Fall 10K Training Program will be coached by Dave Roeder and Ndegwa. It will start September 24, 2016.
- The remaining workshops are Yoga for Runners on September 24, 2016, led by Cass Logan; the Benefits of Sports Massage on October 15, 2016, led by Shadonne; and Trail Running on November 19, 2016, led by Cindy Cohen.
- Sheila and Maria reported on the Running Start Program. While they believe the program was successful, they offered several suggestions on how to motivate people to join the program and complete it. Some of those suggestions included offering participants an extra year of club membership; subscription to various fitness/running magazines; and enrollment in a weight loss/control program. Other members suggested that the club engage in more aggressive marketing of the program next year. It was also suggested that, upon signing up, we ask participants what they expect to gain from the program. Tara suggested that the club should have a uniform coaching method for the program.

B. Information Committee Report

- Polly led this discussion. The committee is requesting \$150.00 to pay Squarespace for one year for the club's new website.
- **Motion: To approve \$150.00 for Information Committee**
- **Vote: Motion Carried.**

- **Resolved: \$150.00 is allocated to the Information Committee to pay for costs associated with the club's new website.**
- Meredith remains interested in becoming the Information Coordinator and Polly has spoken to her regarding this position. Flavia is interested in blogging, adding content to the club's website, and posting on social media. Meredith and Flavia are working on the new club website.
- The August bulletin has been issued.

C. Race Report

- Rebecca submitted this report. She is working with Yvonne and Crystal in planning for the December 3, 2016 Wright Stuff Race. Yvonne and Crystal will be the race directors for Wright Stuff.

D. Equipment Manager Report

- James led this discussion. The various issues with the timing equipment have been repaired. The software is up to date. However, there remain problems with the printer and generator. He will seek to have these repaired.
- The club should consider upgrading to a bigger, air-conditioned storage unit. He will research the cost of obtaining a bigger, air-conditioned storage unit and will send an email to all board members for us to review. A decision needs to be made by September 30th.

E. Volunteer Committee Report

- Kyra submitted this report. She is working with Dave to coordinate the Volunteer Appreciation picnic. She is updating the volunteer report which is available on Google Docs.

F. Treasurer Report

- Jim submitted this report. The club's checking account balance is \$28,000. All bills have been paid. There are, however, some WDF bills still outstanding.
- At Cindy's request, Jim will prepare a report detailing the club's income and expenses. He will attempt to have the report ready for the November meeting.

G. Social Committee Report

- Dave submitted this report. The Baysox game on August 29th was fun.
- Upcoming social events include the Volunteer Appreciation Picnic on September 17; poster making gathering for the Marine Corps Marathon on October 29th; Marine Corps Marathon cheering section on October 30th; and the semi-annual club meeting on November 5th.

H. Membership Report

- Lauren provided this information. Club membership as of Sept 10, 2016:

September 2016		September 2015	
296 members	254 memberships	238 members	203 memberships

I. Miscellaneous

- Cindy has submitted a request to PG Parks for the club to be able to use the Watkins Park Tennis Bubble multipurpose room for the remaining meetings in 2016 and all of its meetings in 2017.
- Cass and Tara, who are leading the Nominations Committee, are seeking nominees for the various board positions. Cass is assembling position descriptions for the elections. Elections will be held at the Annual Meeting on November 5, 2016. Polly suggested recruiting members who frequently participate in club events. Rebecca would like to be Race Coordinator. Cindy suggested that the nominations committee ask people who expressed an interest in serving on the board at the time they joined the club whether they are still interested in serving on the board.

III. ACTION ITEMS

ACTION	ASSIGNED TO/SUGGESTED BY	DEADLINE
Prepare report of club's income and expenses.	Jim	
Assemble position descriptions	Cass	
Work with Race Directors in planning Wright Stuff Race	Rebecca	
Email pricing info of storage units to board	James	

The meeting adjourned at 12:25 p.m.