

Minutes of PGRC Board Meeting of March 6, 2016

I. MEETING CONVENED

The meeting of the PGRC Board of Directors convened on Sunday, March 6, 2016 at the Cross Creek Clubhouse in Beltsville, MD. Those in attendance were Cindy Cohen, President; Jim Cantwell, Treasurer; Cass Logan, Member-at-Large; Polly O'Rourke, Information Coordinator; James Roberts, Equipment Manager; Juanita Roberts, Race Coordinator; Dave Roeder, Social Coordinator; and Kyra Tyler, Volunteer Coordinator.

II. AGENDA

A. Race Operations Report

- Juanita led this discussion. Currently, 40 people have registered for Springburst. The goal is to have at least 100 people sign up for the race. Most of the people who have registered so far are not members of the club. As an incentive to have more PGRC members to register for this race and the other two club-sponsored races, we will develop a club race series with Springburst being the first race in the series. The other two races in the series are WDF and Wright Stuff. PGRC members who run and/or volunteer in all three races would get a prize such as a shirt or medal. The details of the prize will be decided at a future meeting. Dave will remind the 8K participants to register for the race and Cindy will mention the race on the social media sites of other local running clubs.
- Juanita proposed getting sponsors for Springburst. Her idea is to have local businesses pay \$50 to have their logos appear on the race shirts. Because the details regarding sponsorship could not be decided upon at this point, it was agreed to table this issue until the WDF race.
- Kyra stated that most of the volunteer positions for Springburst have been filled. The only positions for which volunteers are still needed include one more person for a water stop, 3 more people for check-in, and a head marshal.

B. Information Coordinator Report

- Polly led this discussion. She would like to find out from the entire membership what they think about the club's website as it is currently constructed. She wonders if people find the website useful or if the website needs to be overhauled. It was suggested that changes need to be made to the website so that committee chairs can make real time updates without having to go through the website administrator. Polly will discuss this with Sharday (who maintains the website) and get his thoughts on this issue. Kyra suggested that the membership be surveyed to find out how people use the site.
- Polly asked for feedback regarding the outreach that her committee is doing. Kyra suggested that we post photos on Instagram. Polly will explore this issue. Cindy asked Polly to identify a group of people, either in her committee or in the larger membership, who like to post on social media. If they agree, these people could then be in charge of regularly posting on social media, such as Instagram.

C. Training Committee Report

- The Training Committee is in the process of developing a series of workshops over the course of this year for club members. Topics planned for this year include hill running, nutrition, walk/run method, yoga, massage, strength training and trail running.

D. Treasurer Report

- Jim provided this information. As of March 5, 2016, the club's bank balance is \$23,368.00. All bills have been paid and all deposits have been made. Both the federal and state tax filings have been completed.
- Additionally, he has made all deposits from RunSignUp as direct deposits; developed a template for sponsorship signups; extended the domain name and website for at least one more year; and contacted Vertical Response to ensure that emails continue to be sent to the membership.

E. Membership Report

- Lauren provided this information. Club membership as of March 5, 2016:

March 2016		March 2015	
254 members	212 memberships	257 members	225 memberships

F. Miscellaneous/Announcements

- Cindy stated that there will be a Greenbelt Park trail maintenance volunteer day on April 23, 2016 and that PGRC should participate since we frequently use the park. Kyra will look into this.
- Shaquita Parker will conduct a race timing training course on April 16, 2016.
- The Social Committee will meet on March 8, 2016 after the track workout.
- Juanita suggested, and it was agreed, that the club have volunteer shirts for the people who volunteer to help at the club's races. Juanita will discuss the details of this initiative with the Race Committee.
- It was suggested that the club do something to show our appreciation to Valerie and Dan Grasso for all that they contributed to the club. They recently moved to North Carolina but will return to the area during the weekend of the club's semi-annual membership meeting on May 7, 2016. Juanita agreed to invite them to that meeting. If they can attend, the club will present them with a plaque to show our appreciation.

G. Next Meeting

- The next board meeting is Sunday, April 10, 2016 at 6:00 p.m.

III. ACTION ITEMS

ACTION	ASSIGNED TO/SUGGESTED BY	DEADLINE
Remind 8K participants to register for Springburst	Dave	
Announce Springburst on social media sites of area running clubs	Cindy	
Explore details of posting photos on Instagram	Polly	
Explore usefulness and possible overhaul of website	Polly	
Organize volunteers for Greenbelt Park trail maintenance	Kyra	
Discuss shirts for those who volunteer at club's races	Juanita	