

Minutes of PGRC Board Meeting of April 3, 2016

I. MEETING CONVENED

The meeting of the PGRC Board of Directors convened on Sunday, April 3, 2016 at the home of Dave Roeder and was called to order at 6:23 p.m. Those in attendance were Cindy Cohen, President; Rebecca Cormeny, Vice President; Tara Eggleston, Training Coordinator; Cass Logan, Member-at-Large; Polly O'Rourke, Information Coordinator; James Roberts, Equipment Manager; Juanita Roberts, Race Coordinator; and Dave Roeder, Social Coordinator.

II. AGENDA

A. Race Operations Report

- Juanita led this discussion. There may not be enough t-shirts for Springburst. Priority will be given to non-club members who have registered for the race and then to club members who have registered. Cindy has already sent a notice indicating that those interested in registering needed to do so by a certain date in order to be guaranteed a shirt. As of today, 118 people have registered for Springburst. The 8K group ran the course yesterday and all went well. There are enough volunteers for the race. There is still a question about whether runners will park at the Sweetgum lot or the Holly parking lot. The Park Rangers need to confirm whether the Holly lot will be open and available. Juanita suggested that we return to the TGIF parking lot next year. An email will be sent to the runners prior to the race indicating where to park.

B. Information Coordinator Report

- Polly led this discussion. The next newsletter will be sent out right after the Springburst race. The newsletter will tout the wonders of the 8K program, contain a member spotlight section, and provide information on the Greenbelt Park volunteer activity. Polly will send a draft to the board for its review prior to distributing to the entire club.
- The cost for upgrading the club's website could vary from \$5,000 to \$10,000. A less expensive option could be to utilize a university/media arts student who might be willing to develop the site as an internship or a final project. The DC Road Runners/Striders running club uses Squarespace. We need to ensure that PGRC continues to have the ability to update/edit the site.

C. Treasurer Report

- Jim provided this information. As of April 3, 2016, the club's bank balance is \$27,500.00.

D. Membership Report

- Lauren provided this information. Club membership as of April 3, 2016:

| April 2016 | | April 2015 | |
|-------------|-----------------|-------------|-----------------|
| 259 members | 226 memberships | 253 members | 216 memberships |
| | | | |

E. Members Meeting/Spring Picnic

- Cindy reiterated that the Members Meeting/Spring Picnic will be on May 7, 2016 at Watkins Park, Pavilion #5 at 10:00 a.m. It will be held rain or shine. Cindy would like for this to be a fun event. She will find out whether we can have a club run at the start of the picnic if it doesn't conflict with the race already scheduled at the park.
- There will be a short meeting prior to the picnic. Board members may give a brief report regarding the work being done by their committee
- Juanita will find out whether Dan and Valarie Grasso will be able to attend so that they can be recognized for the contributions they made to the club.
- Tara will ask someone from the Training Committee to recognize members who have volunteered and will send the list to Cindy and Kyra.
- Juanita will compile a list of those members who have volunteered at our races and send it to Cindy and Kyra so that they can be recognized at the picnic.
- Cindy will acknowledge those members who lead the club runs, New Year's races and various other club runs/races.
- Cass will bring club t-shirts to the picnic so that they can be distributed and car magnets to give away.
- It was suggested to have a drawing for entry into the WDF and Wright Stuff races.
- Motion: To approve a budget not to exceed \$500 for picnic related items and volunteer appreciation items.**
- Vote: Motion Carried.**
- Resolved: Up to \$500 can be spent on picnic related items and volunteer appreciation items.**

F. Social Coordinator Report

- Dave led this discussion. He suggested that the club hire Urban Catering for the 8K graduation celebration. He also suggested having a holiday run series in Bowie on holiday Mondays. He will talk to Deon about this.

G. Equipment Manager Report

- James led this discussion. The race timing clock uses 16 batteries which were last changed in September 2015. There are two laptops. The older laptop is faster than the newer laptop. He plans to upgrade the memory on the old laptop.

H. 10K Training Program

- Dave is interested in coaching the club's 10K Training Program and he would like to be reimbursed for attending the coach's certification training program. He will

submit a formal request to Tara who will then forward the request to the board, via email, for its consideration.

- **Motion: To consider Dave’s request for reimbursement of the February 2016 Coach’s Certification Training Program upon receipt of the formal request.**
- **Vote: Motion Carried.**
- **Resolved: The Board will consider reimbursing Dave for attending the February 2016 Coach’s Certification Training Program upon receipt of such request.**

I. Miscellaneous/Announcements

- Polly would like the contact information for the walking group. Sharon Vanwright will not be able to lead the group for a period of time and has asked for help with coordinating the group in her absence. Tara stated that the Training Committee plans to discuss this issue but that they have not been able to meet as of yet.

J. Next Meeting

- The next board meeting will be in June on a date to be determined.

III. ACTION ITEMS

| ACTION | ASSIGNED TO/SUGGESTED BY | DEADLINE |
|---|-------------------------------------|----------|
| Draft newsletter and distribute to board for its review | Polly | |
| Seek help with coordinating Member’s Meeting/Spring Picnic | Dave will work with Paula Liverpool | |
| Compile list of race volunteers and send to Cindy and Kyra | Juanita | |
| Compile list of training volunteers | Tara | |
| Supply t-shirts and car magnets at Member’s Meeting/Spring Picnic | Cass | |
| Coordinate holiday Monday run series | Dave will work with Dionne | |
| Upgrade memory of old laptop | James | |

