

Prince George's County Running Club

Board Meeting Minutes: October 7, 2017

Time: Approximately 11:30am

Location: College Park, Acredale Park picnic area

Board Members Present: Clairise Cannings, James Cantwell, Cindy Cohen, Rebecca Cormney, Maria Green, Polly O'Rourke, and Rebecca (Bex) Williams.

Absent Board Members: Shelie Barfield, Tina Nixon, James Roberts, Dave Roeder, and Sonya Stovall.

Quorum present? Yes

Club Members Present: Lisa Jordan, Finiana Joseph, Mark Shroder, and Joann Tschiffely

Proceedings:

Meeting called to order by President, Cindy Cohen

Agenda Items Discussed

#### A. Annual Meeting

1. Annual meeting will be on November 4, 2017. Dave Roeder is responsible for refreshments for the meeting.
2. It was proposed and accepted to create a visual slideshow of pictures with music for the annual meeting. Rebecca said she will be responsible for creating the slideshow.
3. Cindy requested board members and chairs of committees to send her a few accomplishments from the past year.
4. Cindy will email board members and committee chairs to submit accomplishments from the year; and request board members and committee chairs to identify club members who would like to provide a testimonial about the club.
5. Bex agreed to develop fun ice-breakers for the annual meeting.
6. Bex will order PGRC magnets to be give-aways for the annual meeting.

#### B. Board Nominations

1. Club members were nominated to the board and it seems by the time of the annual board meeting, all the board positions will be filled with existing and new board members.
2. New board members must submit a short bio and picture. Bex is the point of contact for this submission. Bex will email new board members the date to submit the bio and picture.
3. Incoming board will have to decide on the date and time of the next board meeting.

### C. Board Transition

1. Clairise will contact someone about updating the club's website.
2. To conduct consistent engagement with club members, Joann proposed to recognize members birthdays via one of the several ways the club communicates to its members.
3. Cindy will give new board members access to the google group created for board members.
4. Bex will continue to manage the signup for the Wright Stuff race to help the incoming Volunteer Coordinator.
5. Jim stated the club must update the signatories of the club's bank account to reflect the new board. It requires current and new board officers to be physically present at the club's bank, Sun Trust.
6. The board must decide to keep the current configuration of board member signatures on the bank account or change it.
7. Lisa will research board position descriptions from the Road Runners Club of America's (RRCA) website and post the position descriptions in the google group before the next board meeting.
8. Reviewed the process for reviewing board minutes, posting to the google group, yahoo group, and club's website.

### D. Other Business

1. The board agreed to purchase advertisement to advertise and promote club races.
2. Cindy highlighted carry over items that the existing board didn't get to address this year: Club sponsorships and the decision to keep or change the club's bulletin/newsletter.

Meeting adjourned approximately 12: 30 pm

Minutes submitted by club member, Lisa Jordan

## PGRC Board Meeting reports October 7, 2017

**Treasurer report (submitted by Jim Cantwell):** Current bank balance is \$27,800. All bills have been paid.

**Membership Coordinator Report, Submitted by: Sonya W. Stovall, October 2017 - (as of 10/3/17)**

October 2017		October 2016	
262 members	223 membership	290 members	249 membership

**Social coordinator report (submitted by Dave Roeder):** Upcoming activities are the Columbus Day run, organized by Mark; Working on a poster-making session for the Marine Corps Marathon; Food for annual meeting.

# PGRC TRAINING REPORT

## DATE

## UPDATE

10/4/2017

### 10K TRAINING - ENDS 08/12/17

- **Coach:** Dave Roeder
- **Pace Leaders:** Karen Hill and Maria Green volunteered.
- **Registrants:** 11 women are registered.
- **Participant data:**
  - 5 runners participated in the 2017 Running Start training.
- **Training:** 3 training opportunities per week (Tuesday, Thursday, Saturday)

### HALF MARATHON TRAINING - STARTED 07/27/17

- **Coaches:** Bex and Ndegwa
- **Participant data:** 21 participants 3 men and 13 women;
- **Training:** 4 training opportunities per week (Tuesday, Thursday, Saturday and Sunday)
- **Target Race:** Annapolis Running Festival on 11/18/17.

### INFORMAL MARATHON TRAINING - STARTED 07/01/17

- **Coach:** Yvonne Hill
- **Participant Data:** 3 women and 1 man are registered
- **Target Race:** Marine Corp Marathon

### OTHER TRAINING

- Injury Prevention Training: Lloyd Hardy, D.C. provided training to the Half Marathon group in September.
- **Informal Running Start Extended training:** concluded since 5 of the runners are registered for the formal 10k training. We extended the training informally since several of the runners wanted to continue training for various races (Divas, MCM10k, etc.) until the 10k training program began.

### RECOMMENDATIONS / ACTION ITEMS

- Recruit Coaches for the 8k Springburst Program
- Consider a spring 5k training for the Baltimore Women's Class or another May/June 5k.