

Minutes of PGRC Board Meeting of February 4, 2017

I. MEETING CONVENED

The meeting of the PGRC Board of Directors convened on Saturday, February 4, 2017 at 11:15 a.m. at the home of Sonya Stovall. Those in attendance were Cindy Cohen, President; Clarisse Cannings, Vice President; Sheila Barfield, Secretary; Sonya Stovall, Membership Coordinator; Bex Williams, Volunteer Coordinator; Ndegwa Kamau, At-Large Member; Maria Green, Training Coordinator; and James Roberts, Equipment Manager.

II. AGENDA

A. Treasurer's Report

- Jim submitted this report. The club's account balance is approximately \$25,500. All of the club's bills have been paid.

B. Information Committee Report/Social Media

- Polly stated that she is working on the February Newsletter and hopes to have it issued by February 20, 2017.
- Tina created a meetup invite for the ten miler.
- Tina is working on getting the club's Instagram account back online.

C. Website

- Clarisse led this discussion. Sefa is redesigning the club's website and hopes that the club can transition to the new site within the next week. She still has some questions, however, regarding the club's logo, calendar of events, registration process, links to various things, and the blog. Sefa will maintain the website for a period of time and then someone else will have to be responsible for maintaining it.
- Sometimes people ask what the benefits of joining the club are. Sonya will draft something which answers this question and have it posted to the club's website.

D. Race Committee Report

- Rebecca submitted this report. She is in the process of finalizing the permit for Springburst. She will send the required information to Jim by February 10th so that the payment and form can be submitted. She will also forward to Jim the requests for WDF and Wright Stuff so that the location for those races can be secured.
- Rebecca will submit the budget for Springburst by February 11th. She will send out a save-the-date to the Yahoo group and Facebook page for Springburst within the next week and will open the registration for that race by the middle of February.
- Rebecca will email to Cindy and Bex the names of the people who completed the club's 2016 race series and will notify the participants of their prize.

E. Training Committee Report

- Maria led this discussion. Karen and Clarisse will be coaching the 8K training program and Maria will be the substitute coach. Training will start on February 11th. The Saturday runs will start at 8:00 a.m. and will be held at Greenbelt Park. The Tuesday training will be at the UMD track. The participants will be responsible for incorporating a third run. Springburst is the target race for the 8K training program. The cost of this training program is \$45.00.
- Other training programs that are being planned include the 5K Running Start and a possible half-marathon training program. Maria and Sheila will coach the 5K Running Start program this summer. The cost of the program will be \$30.00. They will lead the program as a walk to run program.
- Bex and Ndegwa will coach the half-marathon training program. There may be an informal half-marathon training program as well as a formal program. The informal program would start this month and would run for 12 weeks. The target race would be the St. Michael's Half-Marathon. A formal half-marathon training program would begin on or about July 31, 2017 and would run for 16 weeks. The cost of this program would be \$75.00. The graduation race would be a fall half-marathon. Some races to consider for the formal half-marathon training program include the Annapolis Running Festival and the Air Force-Navy half-marathon. Maria will check the time limits and elevation for these races.
- The budgets for the various training programs need to be reviewed.
- Maria may ask Lydia Shell to conduct a hill training workshop. Physical Therapist Amy Johnson would like to conduct an injury prevention workshop. Maria will identify a third workshop which may be on nutrition, yoga for runners or massage therapy for runners.
- Sonya will explore the option of offering strength training with the training programs.
- Many ideas regarding the pricing structure of the training programs were put forth including whether to charge an additional fee for the graduation race or build that fee into the cost of the program and what is included in the training fees.

F. Membership Report

- Sonya provided this information. Club membership as of February 1, 2017:

February 2016		February 2017	
239 members	206 memberships	272 members	239 memberships

- This represents a 14% increase in membership as of the same time last year.

G. President's Report

- Cindy led this discussion. We are still seeking a new meeting location since Watkins Park is not available. Clarisse will host the March meeting.
- Cindy still needs to finalize and distribute a member survey. In it she will ask for feedback about the club's pricing structure.
- Cindy will attend the MDRRCA meeting after the Club Challenge and the RRCA national convention in March in Detroit.
- Cindy would like for registration for the club's training programs to open at least one month in advance of the start of the program.
- Clarisse has been added to the club's bank account.

III.ACTION ITEMS

ACTION	ASSIGNED TO/SUGGESTED BY	DEADLINE
Draft document re benefits of club membership	Sonya	
Send required documents re club's races to Jim	Rebecca	
Submit budget for Springburst	Rebecca	
Send out save-the-date for Springburst	Rebecca	
Open registration for Springburst	Rebecca	
Send to Cindy and Bex the names of the people who completed 2016 race series/notify participants	Rebecca	
Develop club workshops	Maria	
Explore option of offering strength training with training programs	Sonya	
Draft February Newsletter	Polly	
Secure permits for Springburst	Rebecca	

Draft and distribute member survey	Cindy	
Put club's Instagram account back online	Tina	

The next board meeting is Saturday, March 4, 2017. The meeting adjourned at 12:20 p.m.