

Minutes of PGRC Board Meeting of April 1, 2017

I. MEETING CONVENED

The meeting of the PGRC Board of Directors convened on Saturday, April 1, 2017 at 11:15 a.m. at the home of Clarise Cannings. Those in attendance were Cindy Cohen, President; Clarise Cannings, Vice President; Sheila Barfield, Secretary; Sonya Stovall, Membership Coordinator; Maria Green, Training Coordinator; Rebecca Cormeny, Race Coordinator; Polly O'Rourke, Information Coordinator; and James Roberts, Equipment Manager.

II. AGENDA

A. Treasurer's Report

- Jim submitted this report. The club's bank account balance is approximately \$25,000. All of the club's bills have been paid. Both the federal and state tax filings have been completed. The financial information on RunSignUp has been updated. The P.O. Box has been renewed for one more year.

B. Information Committee Report/Social Media

- Polly stated that the newsletter has been issued and that the next newsletter will be issued in June.
- Tina provided that she is working on Instagram and on getting Twitter relinked to Facebook.

C. Race Committee Report

Springburst

- Rebecca stated that the permit has been submitted and payment has been made. She needs to provide the park service with the final logistics. Kim has finished the t-shirt design and Bex will submit the order. Rebecca will post a picture of the Springburst t-shirt to the club's website. Polly will time the race. Cindy would like to have an alternate timing method in place in case the electronic timing doesn't work. She would also like the race results to include the running club that each participant may belong to. Jennifer Cormeny is the race director and Charmaine will be a rover. Rebecca will ask various businesses to donate prizes to be presented to the winners of the race.
- Bex provided that a sign up list for volunteers for Springburst has been posted.
- James stated that the club needs a new printer to work with the generator for timing purposes.
- **Motion: To approve spending up to \$200.00 for the purchase of a new printer.**
- **Vote: Motion Carried.**
- **Resolved: Up to \$200.00 may be used for the purchase of a new printer.**
- Next year, Rebecca will seek to have Springburst earlier in the month of April.

Women's Distance Festival ("WDF") and Wright Stuff

- Requests for permits have been submitted to PG Parks for WDF and Wright Stuff and Jim has made the payments for both. WDF will be August 13, 2017 and Wright Stuff will be December 2, 2017. Rebecca will find a race director for the WDF race.
- **Motion: To approve the offer of a complimentary entry into this year's WDF to Dan and Valerie Grasso.**
- **Vote: Motion Carried.**
- **Resolved: A complimentary entry into this year's WDF will be offered to Dan and Valerie Grasso.**

Summer Series Fun Runs

- The summer series fun runs will begin on July 6th and end on August 10th.
- A race director for the summer series still needs to be identified.

Other race committee business

- Rebecca has sent an email to each person who participated in the club's 2016 race series asking for their shirt size so that they can receive a t-shirt.
- A discussion occurred about how to obtain sponsors for the club's races. Cindy, Clarise and Maria will work together to develop an official sponsor packet for future races.

D. Training Committee Report

- Maria led this discussion. The 8K training program is in its 8th week. Eighteen women registered for the program and range in age from 29 to 60 years old. Eight to ten participants regularly attend the training runs. The pace leaders are Dave, Paula, Charmaine, Yvonne and Tony. As of March 25, 2017, all of the participants either ran or ran/walked for 60 minutes. Feedback has been positive.
- So far, the free half marathon training program has 19 participants. Six to ten people regularly attend the training runs. The training consists of a Saturday run at Greenbelt Park, a long run on Sundays, and the Tuesday and Thursday club runs. There are three people who are not club members yet are participating in this program. Sonya will contact them to let them know that they must be a member of the club in order to participate in the training programs.
- Additional training workshops will be offered to include an injury prevention clinic led by Aimee Johnson on April 1st; foam rolling clinic at Charm City Run Annapolis on April 3rd; and hill training with Lydia Shell on April 8th. Additional workshops being considered are yoga with Cass in the fall and injury prevention with Lloyd Hardy, D.C. Chiropractic Physician possibly in May or June.
- Charm City Club Night will be April 3rd from 6:30 p.m. to 8:00 p.m. Club members will receive a 15% discount on purchases which is comparable to the discount that the store offers to its training program participants. Club members may also receive

a taped/recorded gait analysis on the treadmill. Foam roller training is available at 7:00 p.m. An email was sent to members on March 29th to notify them of this event.

- Running Start, Wright Stuff and the fall half marathon training programs have been set up in draft mode on RunSignUp. Registration for these races/programs will go live approximately four to six weeks prior to the training start dates. Cindy suggested that more questions be included on the questionnaire that the participants complete when they register for the various training programs. Maria will look into this.
- Maria would like for the coaches of the training programs and the pace leaders to have certain clothing which would identify them as a coach or pace leader. The club's training budget will cover the cost of this clothing. Coaches in the fall training programs will have a jacket and coaches in the summer training programs will have a t-shirt. Pace leaders will receive a t-shirt.
- Maria suggested that the club offer complementary race entries to the pace leaders who consistently attend the training runs.

E. Membership Report

- Sonya provided this information. Club membership as of March 30, 2017:

April 2016		April 2017	
260 members	227 memberships	244 members	208 memberships

- Sonya surveyed the website of some of the other area running clubs to ascertain what benefits are offered to their members and then compared that with the benefits that PGRC offers to its members:

	Howard Co. Striders	DC Road Runners	Anne Arundel Striders	Mont. Co. Road Runners	PGRC
Membership Benefits					
Training Programs	Yes, 2 programs listed, no mention of fee	Yes, 10M, Half and Full, free to members	Yes, no mention of additional fee	Yes, must be club member and fee charged	Yes, no mention of fees or programs
Host Races	Yes, no mention of free or reduced fee for members	Yes, 19 free per year to members	No mention on site	Yes, free for low-key races	No mention of races we host just reduced fee to area races
Store Discounts	Yes, link is included	Yes, several and links included	No mention on site	No mention on site	Yes, no links or mention on site
Social Events	No mention on site	Yes, monthly	No mention on site	No mention on site	Yes
Weekly Training Runs	No mention in membership	Yes, link included with calendar	Yes, group and track	No mention in membership	Yes, included on calendar
Other			Foot fittings, seminars, charity work		
Fee (yearly)	\$20 individual, \$35 family, \$10 student	\$25 individual, \$35 family, \$20 student	\$25 individual, \$75 family, \$15 student	\$40 individual, \$75 family, \$60 primary+1	\$20 individual, \$35 family, \$10 student
Fee (2 years)			\$40 individual, \$135 family, \$20 student	\$60 individual, \$115 family, \$90 primary+1	\$35 individual, \$45 family

- Based on the results of this survey, Sonya believes that PGRC’s website needs to contain more information regarding the club races, discounts, fees, and anything else that the club offers to its members. She also believes that links to pertinent websites should be inserted.
- Sonya sends reminders, via RunSignUp, to members whose membership is about to expire. Hopefully this prompts the member to renew his or her membership.

F. President’s Report

- Cindy led this discussion. The club’s picnic/semi-annual meeting will be on May 6th at noon at Watkins Park. She suggested that we have a raffle and give away two race entries.
- Dave will coordinate the food and send out an evite. The club purchases the main food items and club members supply the rest of the food.
- **Motion: To approve spending up to \$500.00 for the purchase of items for the club picnic/semi-annual meeting.**
- **Vote: Motion Carried.**
- **Resolved: The club may spend up to \$500.00 for the purchase of items for the club picnic/semi-annual meeting.**
- ParkRun will have PGRC day on May 13th. Polly will be the race director for that run. PGRC promotional items could be offered. Another PGRC day for ParkRun may be held in July.

III. ACTION ITEMS

ACTION	ASSIGNED TO/SUGGESTED BY	DEADLINE
Issue June Newsletter	Polly	
Set up Instagram and link Twitter to Facebook	Tina	
Identify race director for WDF	Rebecca	
Identify race director for Summer Series	Rebecca	
Develop official sponsor packet	Cindy, Clarise, and Maria	

The next board meeting is Saturday, June 3, 2017. The meeting adjourned at 12:40 p.m.