

Minutes of PGRC Board Meeting of June 3, 2017

I. MEETING CONVENED

The meeting of the PGRC Board of Directors convened on Saturday, June 3, 2017 a.m. at the home of Dave Roeder. Those in attendance were Cindy Cohen, President; Clarise Cannings, Vice President; Jim Cantwell, Treasurer; Bex Williams, Volunteer Coordinator; and Dave Roeder, Social Coordinator.

II. AGENDA

A. Treasurer's Report

- Jim submitted this report. The club's bank account balance is approximately \$25,000. All of the invoices from Springburst have been paid. Jim will work with Rebecca to develop a financial report for Springburst.

B. Information Committee Report/Social Media/Publicity/Website

- Polly stated that the next newsletter will be published within the next two or three weeks.
- Tina is working on a flyer to distribute. Several ideas for promoting the club were put forth. They included distributing information regarding the club at libraries, gyms, online neighborhood running groups, festivals, community days, local races, and neighborhood running groups (there are groups in Hyattsville, University Park, and Greenbelt). It was also suggested that PGRC enter a float at local parades. The club will place some targeted facebook ads. It was also suggested that the club prepare promotional videos featuring our coaches or race directors and include testimonials from training program participants and club members.
- Each board member should select three to five places at which to promote the club. All club members should also help to promote the club.
- Bex will ask Cass about ordering more promotional postcards.
- Clarise will ask Sefa to submit an invoice for website related expenses.
- The club needs someone to help with the website particularly with respect to posting race results and files.

C. Race Committee Report

- Rebecca submitted this report. She will finalize the plans for WDF and open up registration for that race this weekend.
- The club has been asked to provide timing services for two races. One of the requests is for full timing services for a community race in Laurel. The other request is from the Goddard Running Club who would like to rent our timing equipment for their semiannual 2 mile races. James is purchasing 300 new timing chips.

D. Training Committee Report

- Maria provided a complete report of the training committee. It was included in the minutes from April 1, 2017.
- Additionally, registration for the two training programs has opened and the website has been updated to reflect that. Tina is putting together a flyer for the training programs.
- Dave will contact Maria to start planning the 10K training program. He will not be able to attend the graduation race.
- Coaches for the winter 8K training program are needed.
- Two new morning training runs will begin next week in Greenbelt and will be led by Will Bobseine.
- Maria and Clarise are applying for a grant from RunSignUp.

E. Social Committee Report

- Dave led this discussion. He is working on getting Bowie Baysox tickets, having a volunteer picnic and a happy hour. He would like to use PayPal for the baseball tickets.
- He and Bex are organizing the volunteer picnic. It will be held either September 9th or 16th, depending upon the availability of Schrom Hill Park.
- A yoga or stretching class was also suggested.

F. President's Report

- Cindy led this discussion. Planning for the next board has begun. Jim, Bex, and Dave do not plan to be on the next board. Therefore, the club will need a new treasurer, volunteer coordinator, and social coordinator. Cindy and Clarise would like to remain on the board albeit in different positions. The other board members will be asked at the next meeting whether they plan to be on next year's board.

III. ACTION ITEMS

ACTION	ASSIGNED TO/SUGGESTED BY	DEADLINE
Issue Newsletter	Polly	
Develop financial report for Springburst	Jim will work with Rebecca	
Create club flyer	Tina	
Order promotional postcards	Bex will seek Cass's help	

Submit invoice for website	Clarise will ask Sefa	
Finalize plans for WDF and open registration	Rebecca	
Plan 10K training program	Dave will work with Maria	
Plan various social activities	Dave	
Organize volunteer picnic	Dave and Bex	

The next board meeting is Monday, July 10, 2017 via conference call.