

RR BOARD MEETING Minutes – 12/14/19

In attendance:

Cailin Clinton, Member at Large
Mary Goebel, Director of Walking Program
John Koss, Secretary
Catherine Nelson, Member at Large

Pablo Raffo, Member at Large
Mary Shedlock, Treasurer
Jack Tozier, Member at Large

Old Business

Holiday party: Mike McCord and Donna Rostant are having the holiday party at their house on December 21st. *Catherine will pick up beer and wine. Marcy will order and pick up the food.* Marcy and Shandila are going to help with setup.

Annual Meeting: The annual meeting date will be February 15th. *Marcy and Catherine will coordinate to prepare for the meeting.* Nominations will be offered and reviewed for the Green Jacket award. Last year, a nomination form was provided to the membership for nomination of candidates for the Green Jacket award.

Board responsibilities: Marcy, Mike and Catherine developed a model for strengthening Reston Runners governance in four areas: Finance, Governance, Programs, and People (to include succession planning.) *Marcy, Mike and Catherine will discuss these with the Board during a future meeting.*

RR Logo Contest: Based on feedback from members of the Board, Mary selected three logos that received more votes than others and will be included in a survey for the membership to vote on.

Winter Training Program: Shandila Collins will co-lead a Winter Training Program that will start on January 11th, and meet concurrently with the Club's Saturday 8 am runs. Liz Bagley is going to prepare a training plan. The cost is \$40. There are already 15 persons registered.

Publicity: We planned to ask PRR if we can leave RR flyers at their store. The Board discussed this standing action item. There is a view that PR offers programs that compete with Reston Runners programs and may not be interested in advertising our programs. The Board decided not to pursue this idea, although *Pablo will take Runners Marathon of Reston cards to PR.*

Documenting plans and materials for Club annual events and programs: *Catherine and Cailin will collect descriptions of program plans and records from current program leads.* The descriptions, related materials and tools will be posted on the Club's Google documents repository for use by incoming program/event leads.

Succession planning: New leads need to be selected for the Pool Party and the Women's Training Program (WTP). Molly is organizing a WTP planning meeting in January. Mary Shedlock will attend. Help will be needed for Valentine's Day Prediction Run. The closest Saturday to Valentine's Day is February 15th, the date of the annual meeting. The Board may choose to conduct this event on the previous Saturday.

Special Event Pages: *Pablo is implementing pages on Facebook or Meetup for special events, pursuant to Bill D'Agostino's suggestion at the previous meeting.* The page for a given event

will be set up by administrators, and any member will be able to contribute to the page once it is established.

Improving course descriptions: Bill D'Agostino and Jim Ratzenberger are updating course descriptions. Anyone who wishes to provide input on a course should email Info@Restonrunners.org.

Treasurer's report: The current balance is \$14,056. This amount is expected to increase with membership renewals and registrations for the Winter Training Program. So far the Board has not found a qualified member willing to prepare the tax return as well as the 501(c)3 report free of charge. *John will draft an announcement for the website seeking a qualified/interested member.* Mary is looking for an improved method to separate RRFCF donations from membership dues when payments are made to the club.

New Business:

Membership report: Jack Tozier reported on a statistical analysis he had run on club memberships. The analysis showed that paid membership has declined from 2017 (832 members) to 2018 (640 members), and declined slightly again in 2019 (594 members). Non-renewals increased from 2017 (171) to 2018 (249) and again in 2019 (381). The conclusion was that the club should conduct a membership renewal campaign. This has started with eNews announcements, Web site notices, and announcements at the weekly runs. It was also noted that the pdf form on the website, an alternative to electronic processing of membership renewals, is in need of an update.

Election schedule: John has coordinated with Dave Breese on the election schedule. The upcoming elections will be publicized starting now. Nominations will be open from January 1 to January 15th and voting on nominated candidates will be open from January 23rd to February 7th. The names of the newly elected Board members will be announced at the Annual Meeting on February 15th.

Spirit Wear survey: Cailin circulated a draft survey to Board members. The intention is to survey the club's membership to determine the types of Reston Runners branded merchandise (Spirit Wear) of greatest interest, as well as expected price points. *Cailin will update the survey to incorporate suggestions and send a link to the survey to be included in the eNews and on the website.* The survey will also be announced at weekly runs.

Lynn Pro Hat offer: Lynn Pro sent an offer to Reston Runners for 12 free embroidered hats. The Board decided not to request the hats.

RRCA membership and insurance renewal: Our RRCA membership and insurance expires on December 31. *Jack will prepare the required households report and John will process the membership and insurance renewal.*

Future meeting schedule: The next meeting will be on January 18th after the run. A meeting of the newly elected Board is scheduled for March 7th.