

## BRRC GENERAL MEETING MINUTES

### MINUTES

DATE: **06/12/14-6:30 PM**

LOCATION: **PERKINS**

### ATTENDEES

Brenda Gill, Paul Gill, Dori Whitford, Will Schmitt, John Barnhart, Ken Mulvania, Jim Hoppe, Paul Fitzpatrick, Joel Whitaker, Jan Kirk, Pat Trout, Jean Green, Sue Fitzpatrick, Joan Pribnow, Patty Doyle, Dennis Doyle, Lori Chauvin, Heather Barnhart

### NEXT

**MEETING:** 07/10/14- Annual Picnic @ Comstock Park (6:00 PM)

## AGENDA TOPICS

### TOPIC: TREASURER'S REPORT

<b>DISCUSSION</b>	Paul Gill presented the Treasurer's Report, which was approved by the membership. Paul Fitzpatrick asked how much money, as a nonprofit agency, we can have in our bank account. There was also a question as to if we need to set money aside in the money market account (sales tax fund) for the revenue the Club received from the RRCA Convention.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Consult with our Club's accountant and/or RRCA about the 2 matters listed above.	Paul Gill	ASAP

### TOPIC: OREO COOKIE AWARD

<b>DISCUSSION</b>	The Oreo Award was given to Paul and Brenda Gill for their work on hosting the RRCA National Convention.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		

### TOPIC: RRCA NATIONAL CONVENTION- SPOKANE 2014

<b>DISCUSSION</b>	Paul Gill reported on the Convention. He stated the Club should profit approximately \$12,500. The RRCA will also profit this amount. Paul stated he is waiting for a \$4,900 sponsorship check that the RRCA is working on collecting.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Develop final Convention budget.	Paul	ASAP

### TOPIC: FESTIVAL OF MILES

<b>DISCUSSION</b>	Paul Gill reported on this year's race. He stated there were approximately 165 participants this year. Attendance was down as compared to last year, largely because the Spokane Mercury had a meet on race day. Paul stated there is excitement for next year's race among the sponsors.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		

**TOPIC: SPOKANE SUMMER GAMES**

<b>DISCUSSION</b>	<p>The Games are scheduled for August 2, 2014. Lori explained the history of this meet. Lori reported she has entry forms for the 8K, which is a road race. Lori also stated she received a request from Don Kardong. He asked the BRRC to loan the Games \$1,250. Reportedly, the Games needs to pay a deposit for the event but has not yet received any sponsorship money. The membership approved this loan.</p> <p>There was also a discussion about adding Jeff Caviness, the Games' Treasurer, to one of our Club's STCU accounts. This will be a subaccount under the BRRC. This was approved by the membership.</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Contact Jeff Caviness and set up a subaccount for the Games at STCU, and transfer a \$1,250 loan to this account.	Paul	ASAP

**TOPIC: GROWING THE BRRC/MEMBERSHIP**

<b>DISCUSSION</b>	<p>Paul and Brenda reported on their attendance at the Windermere Tradeshow on May 31, 2014. They signed up 30 new members at this event, and had 2 people sign up for the Spokane Marathon races. In addition, the Board attended the Flying Irish on June 5, 2014, and signed up 20 new Club members. The Square Card Reader was well used at both events.</p> <p>There was a discussion about the need to send out membership renewal reminder postcards.</p> <p>Jim Hoppe suggested the Club look at approaching some other small running clubs in our community to see if they might be interested in joining forces with us and coming under our umbrella, just as Manito Running Club has done. This might be a way to grow the Club. There was a discussion about this topic.</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Send out membership renewal reminder postcards.	Joan	ASAP

**TOPIC: LET'S CLIMB A MOUNTAIN**

<b>DISCUSSION</b>	<p>It was reported Ron Nutkowitz is working on organizing this year's event. Joan stated there was some trouble with Active.com related to relay registration. Any difficulties with Active.com need to be brought to the attention of the appropriate person ASAP.</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Solve Active.com problems.	Joan	ASAP

**TOPIC: AED/1ST AID KIT PLAN**

<b>DISCUSSION</b>	<p>There was a discussion about getting these supplies to the next BRRC event, which is the 4th of July Run. There was also a discussion about offering AED training to Club members on a yearly basis.</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Contact Frank Anselmo, RD for the 4th of July Run, to make arrangements to get him the AED/1st Aid Kit.	Joan	ASAP
Contact Cris Coffield about attending the August meeting	Lori	ASAP

to do an AED training.		
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**TOPIC: INCLEMENT WEATHER POLICY/EMERGENCY ACTION PLAN**

<b>DISCUSSION</b>	There was a discussion about the importance of reviewing the Inclement Weather Policy frequently and making sure RD's have it on an annual basis. It is posted on the BRRC website. It is also important to have the Policy on race entry forms. Lori shared the Policy from the Spokane Summer Games entry form as a good example for the Club to use. There was a discussion about the need to have an emergency section on all Club race bibs. There was also a discussion about the need to develop an Emergency Action Plan, a copy of which should be in the President's book and disseminated to all RD's. Initially, this topic will be addressed by the Board and then discussed at a future General Meeting.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Email Policy to RD's.	Ken	ASAP
Talk to RD's to ensure emergency section is on race bibs.	Ken	ASAP
Look for President's bag and notebook.	Lori	ASAP
Work on developing an Emergency Action Plan.	Board	ASAP

**TOPIC: SUMMER PICNIC**

<b>DISCUSSION</b>	This year's picnic will be held on Thursday, July 10, 2014, at Comstock Park.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Send out postcard invitations to the picnic.	Joan	2 weeks prior
Extend a personal invitation to Manito Running Club.	Paul	ASAP
Ask Rob to post an invitation on Facebook.	Jim Hoppe	ASAP

**TOPIC: BRRC EQUIPMENT RENTAL**

<b>DISCUSSION</b>	There was a review of the BRRC equipment rental pricing. Costs to purchase equipment have gone up while our prices have remained the same for somewhere close to 10 years. The membership approved the following new pricing:  <b>Shed equipment</b> (signs, cones, finish line, water jugs)- \$25.00 <b>Clock-</b> \$75.00 <b>Seikos-</b> \$40.00 (1st one) \$30.00 (each additional)  There was a discussion about the need to develop a contract for people renting our equipment to sign, stating they are liable for replacement costs.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Post new rental prices on the website.	Jim	ASAP
Work with Steve Jones to develop a rental contract.	Lori	ASAP

**TOPIC: CONNECTING WITH NEW CLUB MEMBERS**

<b>DISCUSSION</b>	Paul and Brenda talked about their thoughts related to reaching out to new Club members. They stated they would like to look into the possibility of hosting running clinics on various related topics (i.e. nutrition, self defense, training plans), and possibly offering training groups. The consensus is that the Club needs to offer more to new runners and members. There was a suggestion to charge a minimal fee to attendees, with the idea that some people feel something is more valuable if there is a charge. There was also a discussion about paying people to put on clinics. It was suggested a survey be posted on Facebook and/or the website, asking people which	
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	topics they would like to learn about.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Work with Rob to post a topic interest survey on the website and Facebook.	Jim/Rob	ASAP

**TOPIC: QUALCHAN**

<b>DISCUSSION</b>	Sue Fitzpatrick stated she does not have a Race Director for Qualchan to take over for Jeff Corkill. Paul Gill stated Larry Taylor expressed interest in acting as the RD. Sue stated she needs a commitment ASAP.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Talk to Larry about Qualchan.	Paul	ASAP

**TOPIC: NORTHSIDE RUNNING GROUP**

<b>DISCUSSION</b>	Paul Gill stated he was contacted by Landon Crecelius about wanting to start a running group on the North side/Wandermere area, as there is currently no organized running group in this area. Paul stated Landon might be interested in becoming a Club member and having this group fall under the BRRC for insurance purposes, etc. This might be another opportunity to grow the Club. Landon would like to have a destination point, such as at a restaurant, and map out weekly run routes. It was suggested a Monday night might be a good time for such a group. Dori made a motion to give the right to the BRRC Board to make a decision about this topic in order for Landon to proceed in a timely fashion. This motion was approved by the membership.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Work with Landon on the logistics of a North side running group.	Paul/Board	ASAP

The meeting was adjourned at 8:00 PM

Submitted by Brenda Gill