

## BRRG GENERAL MEETING MINUTES

### MINUTES

DATE: **11/14/13- 6:32 PM**

LOCATION: **PERKINS**

### ATTENDEES

Paul Gill, Brenda Gill, Frank Anselmo, Sue Fitzpatrick, Paul Fitzpatrick, Lori Chauvin, Joan Pribnow, Pat Trout, Dori Whitford, Patty Doyle, Dennis Doyle, Matthew Kee, Jim Hoppe, Bart Haggin, Will Schmitt

### NEXT

**MEETING:** 12/7/13- Holiday Party at Lilac Bloomsday Office.

## AGENDA TOPICS

### TOPIC: TREASURER'S REPORT

|                     |   |                 |
|---------------------|---|-----------------|
| <b>DISCUSSION</b>   | The Treasurer's Report was approved. Since the Club likely will not have to pay sales tax this year, it was recommended the money set aside for sales tax be kept as a slush fund in case of an emergency. It was recommended this money be kept separately in a savings account. Dori recommended the Spokane Marathon committee set aside an established start-up amount each year, like \$15,000, and move any excess money into the general fund. |                 |
| <b>ACTION ITEMS</b> | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| N/A                 |   |                 |

### TOPIC: OREO COOKIE AWARD

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|---------------------|---|-----------------|
| <b>DISCUSSION</b>   | Patty Ley, the women's cross country coach at Gonzaga University, was awarded the Oreo Cookie. Patty, who is the race director for the Spokane Marathon 10K, discovered on race morning the porta potties had been set up on the course near the start of the race. |                 |
| <b>ACTION ITEMS</b> | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| N/A                 |   |                 |

### TOPIC: COLBERT

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|---------------------|--|-----------------|
| <b>DISCUSSION</b>   | Lori stated this year's race profited approximately \$1,500. |                 |
| <b>ACTION ITEMS</b> | <b>PERSON RESPONSIBLE</b>                                    | <b>DEADLINE</b> |
| N/A                 |  |                 |

### TOPIC: SPOKANE MARATHON

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|--|---|-----------------|
| <b>DISCUSSION</b>                      | Joan stated she did not have a final budget for the Marathon, as she is still receiving bills for the race. |                 |
| <b>ACTION ITEMS</b>                    | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| Report on race budget at next meeting. | Joan  | 01/9/14         |

### TOPIC: 11/12/13 RUN

|   |  |                 |
|---|--|-----------------|
| <b>DISCUSSION</b>                                 | Lori reported on this fun run. There were approximately 40 participants. Starbucks donated coffee, and the Club provided cookies and hot chocolate. She stated next year she would like to organize a run on 12/13/14. |                 |
| <b>ACTION ITEMS</b>                               | <b>PERSON RESPONSIBLE</b>  | <b>DEADLINE</b> |
| Send a thank you card to Starbucks on Grand Blvd. | Brenda   | ASAP            |

### TOPIC: CROSS COUNTRY SERIES

|   |  |                 |
|---|--|-----------------|
| <b>DISCUSSION</b>   | Sue reported on this year's series. She stated there were 161 entrants, which was an increase as compared to last year. The revenue from these races was \$802.00. Sue stated Jeff Corkill resigned as the race director for Qualchan. Ken Briggs expressed interest in taking over as the RD, with help from Jim Hoppe and Larry Carroll. Jeff is willing to help train whomever takes over the race. Bart suggested marking the course trail with spray chalk to help runners stay on course. Sue also stated she is considering having the race earlier in the year next fall. Several people said they thought moving the race up would conflict with other races. |                 |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>  | <b>DEADLINE</b> |
| Work with Jeff on assuming responsibility for next year's race. | Ken, Jim, Larry  | ongoing         |

### TOPIC: RRCA NATIONAL CONVENTION- SPOKANE 2014

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|--|---|-----------------|
| <b>DISCUSSION</b>  | Paul Gill stated he is working on setting up workshops and educational sessions for the Convention. |                 |
| <b>ACTION ITEMS</b>  | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| Create a link to the Convention website on the Club website. | Jim Hoppe   | ASAP            |

### TOPIC: REGIONAL CROSS COUNTRY MEET

|                     |   |                 |
|---------------------|---|-----------------|
| <b>DISCUSSION</b>   | Lori stated the Club provided volunteers to work the finish line. |                 |
| <b>ACTION ITEMS</b> | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| N/A                 |   |                 |

### TOPIC: TURKEY TROT

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|---------------------|---|-----------------|
| <b>DISCUSSION</b>   | Jackie Van Allen is the Race Director again this year. Joan stated Jackie has applied for insurance for the race. |                 |
| <b>ACTION ITEMS</b> | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| N/A                 |   |                 |

### TOPIC: HOLIDAY PARTY

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| <b>DISCUSSION</b>  | This year's party will be on 12/07/13 at the Lilac Bloomsday Office. LBA is providing the space to the Club at no cost. Joan, Sue, and Jean agreed to decorate the office using the decorations they purchased last year. There was a discussion about asking any Manito Club members who attend the party to join the BRRC if they aren't current members. There will also be a raffle. |                 |
| <b>ACTION ITEMS</b>  | <b>PERSON RESPONSIBLE</b>  | <b>DEADLINE</b> |
| Purchase beverages for the party.<br>Purchase/procure prizes for the raffle. | Joan<br>Lori   | 12/07/13        |

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| Send out postcards with an RSVP request.<br>Ask someone to act as Santa Claus. | Joan<br>Jim Hoppe | ASAP<br>11/23/13<br>ASAP |
|--|-------------------|--------------------------|

### TOPIC: ELECTION OF OFFICERS

|   |   |                 |
|---|---|-----------------|
| <b>DISCUSSION</b>   | There was a discussion about asking for nominations for Board members for the upcoming year. These nominations need to be posted on the website 30 days in advance of the election at the Annual Dinner. Thus, the nominations will be due by 01/21/14. |                 |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| Post an announcement on the website asking for nominations to be emailed to Lori. | Jim Hoppe   | ASAP            |

### TOPIC: PARTNERS IN PAIN

|                     |   |                 |
|---------------------|---|-----------------|
| <b>DISCUSSION</b>   | This year's race will be on February 9, 2014. Dori stated she revamped the PIP entry form and the registration form on Active.com. There was a suggestion to remove the word "sales tax" from the fees on the entry form, as we might not have to pay this tax. Dori stated she might have the race on a Saturday in 2015. She also said the course will be different this year because of the road changes near the new Centennial Trail through Kendall Yards. Dori said she will be offering a long-sleeved "performance shirt." |                 |
| <b>ACTION ITEMS</b> | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| N/A                 |   |                 |

### TOPIC: ANNUAL DINNER

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| <b>DISCUSSION</b>  | This year's dinner will be held on Friday, February 21, 2014, at the Lincoln Center. Lori stated she received a proposal from a caterer in the amount of \$1,795.00 for food. It was agreed to charge attendees \$15.00 to attend the dinner. Patty Ley was suggested for a guest speaker. |                 |
| <b>ACTION ITEMS</b>  | <b>PERSON RESPONSIBLE</b>  | <b>DEADLINE</b> |
| Post an announcement on the website asking for recommendations for speakers to be emailed to Lori. | Jim Hoppe  | ASAP            |

### TOPIC: BUDGET MEETING

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| <b>DISCUSSION</b>                                      | The annual budget meeting needs to be scheduled for January. |                 |
| <b>ACTION ITEMS</b>                                    | <b>PERSON RESPONSIBLE</b>                                    | <b>DEADLINE</b> |
| Establish a meeting date and post on website/Race Rag. | Rob/Jim/Joan   | ASAP            |

### TOPIC: RACE SERIES MEETING

|  |   |                 |
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| <b>DISCUSSION</b>  | It was decided there was no need to have a series meeting this year, as no changes to the series are known at this time. It was suggested there be a meeting in October 2014. |                 |
| <b>ACTION ITEMS</b>  | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| Contact Scott Dartha, Arc, and Rapid Rabbit to determine if these races want to be part of this year's series. | Paul  | ASAP            |
| Send out letters and invoices to all non-club race series  | Paul  | ASAP            |

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| RD's. |  |  |
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**TOPIC: LIABILITY WAIVERS**

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| <b>DISCUSSION</b>                                | There was a discussion about continuing to get liability waivers signed for all club-sponsored training runs and events. There was a consensus that getting waivers signed is important and designated group leaders should do their best to obtain signed waivers at all events. |                 |
| <b>ACTION ITEMS</b>                              | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| Continue to utilize and turn in waivers to Joan. | Group Leaders   | ongoing         |

The meeting was adjourned at 7:18 PM.

Submitted by Brenda Gill