BRRC Race Directors Meeting

Meeting Minutes

Date	July 23, 2016	**Location**	Lilac Bloomsday Association Office
Meeting Called to Order	10:00 am		
Attendees	Paul Gill, Brenda Gill, Mariko Morgan, Dori Whitford, Sue Fitzpatrick, Jim Hoppe, Larry Carrol, Joan Pribnow, Ron Nukovitz, Karen, Scott Numata		

Topic	Safety and Expenses
Discussion	• There are increases in cost • Make an effort to cut back the expenses for the race • Find sponsorship • Be sure to have enough aid while maintaining the expenses
Action Items	N/A
Person Responsible	N/A
Deadline	N/A

Topic	Standard Operating Manual for Race Director
Discussion	There was a question whether we have a manual for Race Directors that outlines safety, set up, aid, sponsorship and promotion
Action Items	N/A
Person Responsible	N/A
Deadline	N/A

Topic	Promoting Club
Discussion	There were discussions regarding how to promote club. Here are some ideas and suggestions: • Utilize web sign up system to recruit volunteers • Hire paid employee or intern from Sports Management at Gonzaga • Paid employee's primary focus is marketing our club including social media, races and finding sponsorship • If club is hiring for this position, pay should be base plus commission. Attending the General Meeting every month is required for report out • Club would love to have corporate sponsorship or partnership with local media

	• Someone might be interested in applying for grants • Provide season race tickets/entry • Pick Charity for the year and donate funds • Keep a record as a club as to what we have done for our community and the impact we had. This may help for future promotion, finding sponsorship and partnership • If club hosts any races with the purpose of fundraising, be sure to give a receipt for donor's tax return. Research will be needed to make sure we are covered whether we give a receipt or not • Add more excitement to the race such as music, group warm up, pre and post-race party
Action Items	Scott thinks his fiancée might be interested in promoting club since above mentioned items are her expertise. He will check with her
Person Responsible	Scott Numata
Deadline	N/A

Topic	Waiver Issue
Discussion	It is hard to have participants sign the waiver. Club is currently dealing with a participant who fell at the Turkey Trot in 2015
Action Items	N/A
Person Responsible	N/A
Deadline	N/A

Topic	Colbert Half Marathon
Discussion	Course needs to be changed to create a safer route this year. Current course is dangerous.
Action Items	Course needs to be changed
Person Responsible	Lori Shauvin
Deadline	N/A

Topic	Next Race Director's Meeting
Discussion	November 19th, Saturday at 10am Location: TBD
Action Items	N/A
Person Responsible	N/A
Deadline	N/A

Meeting Adjourned	12:00pm	**Submitted by**	Mariko Morgan