Mid-Pacific Road Runners Executive Committee Meeting

April 12, 2016

Call to Order 6:10 p.m.

Present: Erik Covarrubias, Paula Carroll, Joy Schoenecker, Kawika Carlson, Yuko Nakai, Chris Mewhort, Sam Aucoin, Ron Alford, Andrew Taylor, Judith Inazu, John Simonds

Absent: Joan Davis

I. Minutes of March 1, 2016 Executive Committee Meeting

 Approved.

II. Financial Report – Chris Mewhort

 No report available at this time.

III. Membership Report – Tammy Bautista

 Attached.

IV. Unfinished Business

1. Bill Beauchamp 10K – Joan/John/Halina/Ron
* Ron to get roses to distribute to women runners.
* Erik will pick up equipment for the race and has a new, large tent to set up.
* We need to ensure that bathrooms are clean before we leave.
* John will bring ice and Andrew will bring 2 coolers with drinks. Ron will bring a cooler with Gatorade.
* Yuko will send directions and a map to the list of registrants (or the membership listserv).
* John indicated that there may be two separate groups of runners that may sign up on race day (military group and Kamehameha School students).
* We will need to check with Joan about aid station volunteers.
* Kawika will follow-up about the awards.

B. Kailua Beach Run – July 10 – Joan/John. Tabled until the next meeting.

C. Lanikai 8k – July 17 – Joan/John, Tabled until the next meeting.

D. Race Checklist Update –Ron

* Ron made signs and will bring them to the Beauchamp race.
* Checklist is final and will be retained in paper form for now.
* Ron will send it to Andrew to see how feasible it is to organize the information by race, e.g., for the Beauchamp 10K.

E. Strategic Plan – Andrew (new member acquisition)

* One question is what should we do to meet members’ request for increased communication?
* Yuko will send out regular announcements or requests for information that could be distributed to members. Halina will be asked to add Yuko to those who can issue announcements via the listserv.

 F. Sam’s Membership Checking issue – Joy/Halina/Tammy

* Sam will compile a list of applicants who do not show up on the membership list and provide it to Joan or appropriate board member the day before packet pickup. Whoever is in charge of packet pick up makes the decision about whether the registrant is a member or not. Another suggestion from Sam was to have the Active.com registrants go directly to Tammy instead of him, so she can check on membership. Decision was made to try both methods for the upcoming race, and to evaluate how well this works at the next meeting.

H. MPRRC Emergency Contact Cards Approval (prototype sent to BOD through email) –Joy

* Joy sent out a sample card to the Board for review. The cards were approved.
* The cards to be distributed to volunteers at each race for emergency purposes only, since personal phone numbers are included.

V. New Business

1. Joan’s email about no HPD and Road Closures for special events during August 27-September 16th.
* This will affect two races, the Kalaeloa 20K and the Old Pali Road race. Joan is looking into this but doesn’t think it will be a major problem since both races are not in the Honolulu metropolitan area. In obtaining our race permit(s), perhaps recruiting additional volunteers could offset the lack of police officers.
* Andrew suggested another option for the Old Pali Road race, which was to have the race in Hoomaluhia Gardens, which is not open to cars until 9 a.m., or to shorten the race on Old Pali Road for this year to avoid the traffic problem.
1. SAM’s 5K and 808 (clarity) - Halina/Joan/John
* 2016 SAM’s 5K: Nov 27th. Halina reported via email that 808 race will work with us and promote the race. It will not be part of the series but will be a bonus race. Sam will put it on Active.com. Entrants in the marathon readiness series can sign up for Sam’s 5K at the MPRRC member rate of $20. Needs to be on the same form for the readiness series. Ron and Halina will talk to Raul.
* Sam needs a flyer/race application so he can put it up on Active.com. John volunteered to do this.
1. Hawaii Sport Advertisement of Races update – Andrew/John/Yuko
* Yuko sent the information to Christian and he will add it to the magazine.
* John reported that race registration forms were dropped off or mailed to running stores.

 D. RRCA Annual Convention - Ron/Joy

* Ron and Joy prepared a powerpoint presentation summarizing the 2016 RRCA convention that they attended.
* Electronic Membership Registration. Ron suggested that the Club consider migrating to electronic, not hard copy registration via Active.com. The cost would be minimal and it would eliminate the need for data entry of membership information. The database of members would reflect “real time” memberships without any lag time, so Sam wouldn’t have to ask the membership coordinator about who is a member or not. Renewals could also be sent automatically when someone’s membership is ready to expire.

 E. Postings on MPRRC Website (as per our By-Laws)

* Monthly minutes will be posted after Board approval and after identifying information is redacted.
* Bylaws and Constitution are already posted.
* Notice of General Meeting to be posted at least 10 days before the meeting.
* The basis for Annual Awards is posted 3 months before the start of the calendar year is posted.

Adjourned 8:21 p.m.

VI. Next Meeting

 Date: May 10, 2016 – Ron will conduct this meeting

 Time: 6:00 PM

 Place: UH/ Ag Science Bldg., Room 219

Membership Report 3/1/2016 - 3/31/2016

5 family memberships from 3/1/16 until 3/31/16 (26 new in 2015-2016)

9 individual memberships from 3/1/16 until 3/31/16 (47 new in 2015-2016)

0 junior memberships from 3/1/16 until 3/31/16

191 life memberships (1 new from 7/1/15) – Stephen Porter

Total: 490 memberships

(118 new memberships in 2015-2016)

(net gain of 1 individual since the last report)