

Mid-Pacific Road Runners Executive Committee Meeting  
June 14, 2016

Call to Order: 6:09 p.m.

Present: Kawika Carlson, Yuko Nakai, Chris Mewhort, Joan Davis, Ron Alford, Andrew Taylor,  
Judith Inazu, John Simonds

Absent: Joy Schoenecker, Erik Covarrubias, Paula Carroll, Sam Aucoin

Adjustments to Agenda

- Under New Business, [REDACTED] added an item on the police black-out dates in August and September.

I. Minutes of May 10, 2016 Executive Committee Meeting.

- Approved.

II. Financial Report – Chris Mewhort

- Reviewed and approved.

III. Membership Report – Tammy Bautista

- Reviewed and approved.

IV. Unfinished Business

A. Kailua Beach Run – July 10 – Joan/John/Yuko/Ron

- Remind members it's a potluck; bring extra table (s).
- Jeff at Be Fit Kailua willing to help by donating raffle prizes for both races; need to have a system for raffling off winners ([REDACTED] to check with [REDACTED] about generating numbers).
- [REDACTED] has Bioastin for prizes.
- [REDACTED] to check with Soul Runners and Lanikai Juice runners for volunteers; volunteers for the turn-around needed.
- Before the awards begin, all volunteers should be acknowledged.

B. Lanikai 8k – July 17 – Joan/John/Yuko/Andrew/Ron

- [REDACTED] to bring Gatorade.
- [REDACTED] will pick up equipment the day before.

C. Strategic Plan – Andrew (volunteer recognition)/Yuko (membership communication)

- [REDACTED] communications have been good.

D. Sam's Membership Checking issue – Andrew/Tammy

- [REDACTED] will send questionable names to [REDACTED], who has agreed to check with the membership database. On race day, volunteers who are registering runners should check with [REDACTED].

E. SAM's 5K and 808 (clarity) - Joan/John/Ron

- [REDACTED] will revise the marathon series application to indicate that the Sam's 5K is a bonus race (which still requires registration and payment). It's still a MPRRC race, but 808 will assist in publicizing it. He says the email we sent to

our members was sufficient so they will not revise their application form to indicate that registration for the series is \$99 for members. ■■■ will be at our next meeting so we can bring this issue up again, since it tends to recur each year.

- F. Hawaii Sport Advertisement of Races update – Andrew/John/Yuko
    - Flyers have been dropped off at running stores.
  - G. Move to cashless transactions (checks and credit card only) –Joy

We should have race entry forms and membership application forms in plastic bins on the registration table at each race. We should routinize the procedure, and have signage so people can see what is in each tray.
  - H. Decline in race participation – Yuko/Ron
    - ■■■ reported on inflatable and collapsible arches and tear-drop banners, and will check further into photos and prices. Tear drops could also be used for mile markers. ■■■ will check if there are tear drop banners less than 8 feet high for use as mile markers.
    - Approved: we will order two 11-foot tear drops with logo and “Finish” on it, including water bases for each. ■■■ to get drafts to share with us.
    - Keiki race to be discussed at the next meeting.
  - I. Course Maps for every race – Paula, Ron, Kawika
    - Estimated cost is about \$30-50 for a race map, depending on size and what we want on the map, e.g., course markers, aid stations. ■■■ will charge \$30 per map if we order 5 or more. We’d need to provide the map. ■■■ to check with other vendors as well.
    - We’ll ask ■■■ to do one map (Lanikai race) and go from there.
- V. New Business
- A. Getting Volunteers and how to compensate them.
    - There should be a volunteer coordinator who manages volunteers for all the races.
    - Approved: establish a volunteer coordinator position which doesn’t have Board member status until the ByLaws can be changed at the annual meeting. ■■■ will send out a request to the membership for a volunteer coordinator.
  - B. Safety Card use and purpose (with instructions for distributing and collecting)
    - Cards should be distributed to volunteers at our races.
  - C. Race Readiness Series RRCA Championship designation – Ron/Joan
    - ■■■ will be putting on the MPRRC logo on all materials and will promote the marathon series races as part of the championship series.
  - D. Honolulu Marathon Expo – Ron
    - Approved: we will split the cost of a booth with RRCA (50/50 split).
    - To do: we need to send out an email request for volunteers; prepare application forms (in a different color so we can determine who registered as a result of the expo); keep track of source of revenue (i.e., T-shirt sale, membership application).

E. Club Promotion/Outreach Materials – Ron

- Print the list of all club races for the year on a business-size card; could be magnetized to stick on the refrigerator; could also be printed on the back of the membership card.
- Approved: print 2017 race schedule on business-size cards. Print 1,000-2,000 to start with, depending on price. Ron to report back on pricing options.

F. August/September black out period.

- Black out period is now only from September 1-10 and the only race affected will be the Kalaeloa 20K on Sept. 4. Police support will be ok for the Old Pali Road race on Sept. 11.

VI. Adjournment: 8:03

VII. Next Meeting

Date: July 12, 2016

Time: 6:00 PM

Place: UH/ Ag Science Bldg./ Room 219