**Mid-Pacific Road Runners Executive Committee Meeting Minutes**

**July 11, 2017**

Call to Order: By Ron Alford Time: 6:04 P.M.

Present: Joan Davis, Ron Alford, Chris Mewhort, Judith Inazu, John Simonds, Halina Zaleski, Betty Gail Alford

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

I. Approval of Minutes of June 13, 2017 Executive Committee Meeting

* Approved.

II. Financial Report – Chris Mewhort

* Financial report was discussed.

III Membership Report – Paula Carroll

* No report; Paula is out-of-town.

IV. Unfinished Business

1. Annual Meeting – Final Expense and Revenue – Chris
* Some receipts still pending; no report.
1. 2018 Race Committee Update (combined with Windward Half Committee) – Ron/Joan
* The committee’s recommendations were approved, with amendments by the Board (see attached).
1. Volunteer Committee Update – Ron
* The committee’s recommendations were approved, with amendments by the Board (see attached).
* The “Mid-Pac Bucks” program of awarding redeemable “bucks” to volunteers will begin September 1, 2017 and be evaluated after 6 months.
1. Governance Committee Update – Halina
* Recommendations are forthcoming.
1. Capital Equipment – Ron
* Generator is being repaired
* New sound system worked well at Kailua beach run
1. Kailua Beach Run Recap – Joan
* Things went well, entries were up, sound system worked beautifully.
1. Lanikai 8K Update – Joan
* Need to get a truck and driver to bring equipment from JB Nation’s home to the beach. Judith will check with JB. Maybe after the race, Paula can return equipment to the locker.
1. Training Run Update – Ron
* See attached “Volunteer Group Meeting Minutes” for update.
1. RunSignUp Registration System Update – Paula/Ron
* Paula sent 124 letters to life members to ascertain who’s still a member, and 6 to those without email.
1. Age-graded Award Suggestions – Craig
* No update.
1. Update on Celebration for Tesh and Tom – Craig/Judith
* About 20 RSVPs thus far; Paula will be asked to send a reminder.
1. Marathon Expo Update – Ron
* RRCA has agreed to share a booth with MPRRC.
1. Keiki Running Program Update – Ron
* This will start up in August when school begins.

V. New Business

1. VP for Volunteers and Equipment - Ron
* Need to ascertain Erik’s interest in continuing to serve in this position.
1. New Public Relations Efforts – Betty Gail
* Several new PR efforts are being undertaken, e.g., 1 page newsletter, facebook boost.
* It was moved and approved to allocate $300 for PR purposes for the next three races.
1. Music License – Ron
* Ron is working on obtaining a license to play music at club events and races for 2018.
1. Request to borrow smaller tent in July – Kawika
* It was moved and approved to loan the small tent and 3 Gatorade drink coolers to Kawika for the Hawaii Kai ultra races in July.
1. Application to Hawaii Tourism Authority (HTA)
* The B&GC referred Ron to a funding opportunity by HTA. MPRRC and B&GC could apply for funds to support the 2018 Windward Half marathon. Deadline is August 4 and a 1-for-1 match is required. A committee comprised of Ron, Halina and Judith was appointed to look into this further.

VI. Next Meeting

 Date: August 8, 2017

 Time: 6:00 p.m.

 Place: CTAHR, Room 219

VII. Meeting Adjourned: Time 8:30 p.m.

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**Race Committee Meeting Minutes**

(*Combined Race Committee and Windward Half Marathon Planning Group*)

July 10, 2017

***Recommendations Below Approved By the MPRRC Board on July 11, 2017***

Present: Ron Alford, Chris Mewhort, Sam Aucoin, Bill Turner, Joan Davis, and John Simonds

Absent: Kawika Carlson, Judith Inazu, Paula Carroll, Craig Knohl, Andrew Taylor, Jim Gagne.

1. **2018 Race Schedule**:
2. Bosetti 10K, Monday, January 1, 2018. Discussed a new name.

RECOMMENDATION: New Name is Bosetti First Sunrise 10K

1. Aloha Readiness Series Rebranding.
2. A 5K (currently Bob & Ron’s 5K), Sunday, January 7, 2018. Discussed new name and new location.

RECOMMENDATION: New name is Bob & Ron’s Manoa 5K, new location is the established Manoa 5K course.

1. An 8K (currently Harold Chapson 8K), Sunday, January 21, 2018. Discussed new name and new location.

RECOMMENDATION: New name is Chapson Diamond Head Dash, new location is Kapiolani Community College using the established KCC 8K course.

1. The Johnny Faerber 10K, Sunday, February 4, 2018. Same Name, Same Location.
2. A new 10-miler, Sunday, February 26, 2018. (GAR is Monday, February 19, 2018, Women’s 10K is usually the 1st Sunday in March.) Discussed race routes on the Windward side including a map from Andrew Taylor with a proposed route. It was suggested that we use the Kailua High School 10K course and add to it to make 10 miles. Ed Kemper is the Race Director for that race and Sam Aucoin will contact him to explore this suggestion. Race names were suggested (Windward 10-miler and Enchanted Lake 10-miler) but it was decided to wait until the course was set to finalize a recommendation for the race name.
3. **Windward Half Marathon**, Sunday, March 18, 2018.
4. Recently noted the date conflicts with Valley to the Sea Half Marathon on Maui (Saturday, March 17, 2018) and the Big Island International Marathon (which includes a half marathon). Discussed moving the race to March 25th (only conflict currently showing is the Lavaman Triathlon). It was decided to inquire how many Oahu participants actually go to the Big Island International Marathon and Half Marathon before taking steps to change the race date. Ron will follow-up with the Race Director, Bob Wedeman.
5. Sponsors/Partners: So far Mewhort Tax Solutions is on board as a sponsor. Windward Bank of Hawaii (Chris), Jaco Rehabilitation (Ron), Phiten Hawaii (Ron & Kawika), 808 Hydration (Ron), Hawaii Triathlon Center (Bill), Be Fit Kailua (Ron), Whole Foods (Bill), and Aston Waikiki Hotel (Ron) have all been contacted and are interested. Other potential areas for partnership could be themed to Children’s apparel and toys. Beverage companies and large corporate entities were also mentioned as possibilities. It was also suggested that we contact 808Race about how to get more partners. Ron will follow-up with Raul.
6. Other: J. B. Nation will be asked to liaison with the Kailua Neighborhood Boards. John and Ron will follow-up with J. B. at the race next Sunday.
7. Bill Beauchamp 10K, Sunday, May 13, 2018 (Mother’s Day). Discussed new name and the addition of some special features. It was decided to make things about the race more social and appealing – finish under the rainbow and have food after the race with a cake and pie contest.

RECOMMENDATIONS: New name is Mother’s Day 10K. Finish line will be moved to the rainbow archway. Food will be provided by the club in conjunction with a cake and pie baking contest for race participants. Prizes will be awarded. Start race at 6:30.

1. Kailua Beach 4.4-Mile Run, Sunday July 8, 2018. No changes recommended.
2. Lanikai 8K in Memory of Daniel Levey, Sunday July 15, 2018. No changes recommended.
3. Old Pali Road 4.4-Miler, Sunday, September 9, 2018. Discussed an earlier start time, additional safety items (block the side trail with sign or volunteer, red beacon on the turn in the road to warn drivers to slow down), and more support needed at the turn around point. These all need to happen at this year’s race as well as 2018.
4. Tantalus 10-Mile Challenge, Sunday, October 14, 2018. Downhill finish is unsafe.

RECOMMENDATION: Stop the yearly alteration of the race route (clockwise one year, counter clockwise the next year) so that every year has the same (safer) uphill finish (clockwise).

1. **Race Fees and Shirts**. Discussed the previously recommended increase in race fees for 2018. It is still felt (unanimously) that an increase in races fees is the way to go. We are planning race enhancements for most races to increase participation but funds will be needed for the enhancements (see below). Also, shirts would be offered at each shirt race separately from race registration. On line registration would be closed 5-7 days prior to the race and shirts ordered on the basis of pre-registered runners who specifically ordered a shirt. Participants who enter after pre-registration is closed would be offered a club shirt.

RECOMMENDATION: MPRRC races (including current shirt races) will be at the no-shirt cost, which will increase by $5 in 2018. Make race shirt purchase optional on RunSignUp for all races. Only pre-registered participants get a race shirt, all others can purchase a club shirt at packet pick-up or on race day.

1. **Race Awards**. Discussed upgrading the current ribbons for age group winners to a keychain with the club logo on one side and an adhesive vinyl sticker on the other side with the specific race information so that they can be re-used if not claimed on race day. The keychain would be attached to a ribbon for hanging around the winner’s neck. The ribbon makes it nice for race day and the award can be used as a keychain later. We would need a “medal wrangler” to manage the acquisition and preparation of the medals for each race.

RECOMMENDATIONS: After current supply of medals is used, purchase club logo keychains, adhesive stickers, and neck ribbons for each race to award to age group winners. Designate a volunteer “Medal Manager” to acquire and prepare the medals for each race.

1. Other. A couple of other race enhancements were discussed. Mile Markers and a winners’ podium would enhance our races.

RECOMMENDATIONS: Purchase mile markers (#1 through #13) for use in all of our races. The markers should have our club logo. Purchase or construct a winners’ stand for 1st, 2nd, and 3rd places with the club logo to further recognize race winners and to enhance photos taken at the awards ceremony.

Many thanks to Sam Aucoin for hosting the group at the Elks Club!!

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**MPRRC Volunteer Group Meeting**

**July 9, 2017**

***Recommendation Below Approved By the MPRRC Board on July 11, 2017***

Ron Alford

Betty Gail Alford

Joan Davis

Judith Inazu

Kawika Carlson

Karen Loomis

Stephen Porter

Vanna Porter

Lori Nishida

This meeting was to follow up our last meeting on March 5, 2017.

- “Mid-Pac Bucks”: The original proposal for Mid-Pack Bucks was discussed and refined. Stephen Porter will be the “Buck” Coordinator who will manage a database of members who are awarded Mid-Pack Bucks and Joan Davis will be his backup. The award rate is 4 Bucks per race. Only club-managed races are included – not the Race Readiness Series handled by 808Race. Bucks for any other activity or event will be decided prior to the event and publicized to the club membership. Bucks may be used to purchase any club item on RunSignUp (apparel, races, etc.) using an individual discount code for each item purchased. All registered volunteers will be awarded Bucks – Club officers may not be awarded Bucks as officers are expected to support club events without compensation. The Buck Coordinator will update volunteers periodically via email regarding Bucks earned, spent, and their cumulative total.

RECOMMENDATION: Start date of Sept. 1 was approved. Pilot for 6 month period and re-evaluate.

-Community Service: The water fountain project in Hawaii Kai to honor Patty Smith – No update at this time.

-Generic Club Shirts: All of the proposed designs so far have been rather ordinary. Ron spoke with Tai at Hybrid Designs who suggested some design sources and a sublimation process that will be less expensive for smaller quantities, no set up fee, and great design versatility. Ron will follow-up.

-Shirtless race sign-up option: This issue has been passed to the Race Committee for discussion and recommendations.

-Club Training Runs: The coaches tried a beginners class (Pune`e to 5K) which did not garner any registrations so another effort will be attempted in the fall using the S.A.M.s 5K as the target race. On July 7th the Friday Night Fireworks Run was initiated. Eight people attended – a nice start. Rebecca, the SOS Hydration Representative, brought SOS for the participants and will do so regularly. Also, Jaco Rehabilitation is interested in partnering with the club for all training programs. Ron will set a meeting with the coaches and Jaco or Motoki (staff member) to work out the details.

-Tap into military personnel to strengthen ties to the Club: Stephen is still available to liaison with military groups for specific volunteer/race participation efforts.

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**Mid-Pac Bucks**

A Proposal to the Mid-Pacific Road Runners Club

Revised July 9, 2017

***Approved By the MPRRC Board on July 11, 2017***

*Proposal is to pilot this for a six-month period and evaluate it after that time period*

**Purpose**

The success, viability, and sustainability of the Mid-Pacific Road Runners Club (MPRRC) depends largely on the generosity of club members who volunteer their time to serve as club officers and provide support at races and other events. Volunteer efforts can be time-consuming and labor-intensive and in many cases, the contributions of volunteers go unrewarded despite years and years of service. The purpose of Mid-Pac Bucks (“Bucks”) is to show appreciation to those who volunteer, to provide a tangible means of rewarding volunteer efforts, and to increase and sustain volunteer efforts in the future.

**Eligibility**

Members who volunteer for MPRRC events will receive Mid-Pac Bucks commensurate with the level of effort contributed. Club officers are not eligible to receive Mid-Pac Bucks.

**Award System**

Bucks are awarded as follows: $4 in Bucks for each race volunteer. The awarding of Bucks is paperless and will be recorded electronically in a database by the Buck Coordinator (see below). When Bucks are awarded, the club officer awarding Bucks should inform the Buck Coordinator of the names and amount of Bucks being awarded.

**Redeeming Mid-Pac Bucks**

Bucks can be redeemed for club merchandise (e.g., visors, shirts) or applied towards the entry fee for any one of the 10 MPRRC sponsored races during the year (the Race Readiness Series races managed by 808Race are not included). Each Mid-Pac Buck is equivalent to a dollar. For example, if a race costs $30 and a member wants to apply $4 Bucks towards the race, the member need only pay $26 for the race. A member wishing to redeem Bucks will notify the Buck Coordinator who will arrange for a discount code to be issued on RunSignUp for the specific amount. The volunteer then enters the discount code on RunSignUp for their item discount.

**Oversight and Management**

The Buck Coordinator will maintain a list of volunteer members and record the number of Bucks awarded to each volunteer and the remaining balance when Bucks are redeemed. The Buck Coordinator will periodically notify volunteers via email of Bucks earned, Bucks spent, and their cumulative total.