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

**September 5, 2017**

Call to Order: By Ron Alford\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Time: 6:10 p.m.

Present: Craig Knohl, Sam Aucoin, Chris Mewhort, Joan Davis, Halina Zaleski, Paula Carroll, Judith Inazu, Ron Alford, Betty Gail Alford

Guests: Vanna Porter, Stephen Porter

I. Approval of Minutes of August 8, 2017 Executive Committee Meeting

* Approved.

II. Financial Report – Chris Mewhort

* None, since the September meeting is being held before the prior month’s closing.

III Membership Report – Paula Carroll

* Total of 422 members (net gain of 18 individual and 18 family members since the last report. 13 lifetime members whom we have lost contact with were removed).

IV. Unfinished Business

1. 2018 Race Committee Update – Ron/Joan
* The following recommendations from the Race Committee were approved for the Windward Half Marathon Readiness Series. The word “Readiness” was added to the name of the series to indicate that the Half Marathon race is not included in the series.

RECOMMENDATION: Series race pricing

* Early entry (up to one week before each race) $15 for members, $25 for nonmembers
* Late entry (one week before the race) $25 for members, $35 for nonmembers
* Life members are free
* Entry fee for the entire series (deadline December 31, 2017) $45 for members, $75 for nonmembers

RECOMMENDATION: Offer a single shirt for the series at $15 each.

RECOMMENDATION: Use an out and back course for the Kailua 10-miler. It is safer and will require fewer police and aid stations. Need to make sure the course is certified, once a course is developed.

* The following recommendations were approved for the S.A.M.’s 5K

RECOMMENDATION: Race name will be “Holiday 5K and Keiki Run in Honor of Silvia A. Martz” (instead of “Angel Tree 5K and Keiki Run in Memory of Silvia A. Martz” which was proposed by the Race Committee).

RECOMMENDATION: Keiki run participants will get a shirt and a medal.

1. Governance Committee Update – Halina
* Proposed changes to the ByLaws for future consideration: (1) Clarifying that the paid accountant does not have voting rights (2) clarifying that the role of the Race Administration committee is to oversee race operations (3) clarifying that the role of the social committee includes publicizing club activities through social media.
* Send additional suggestions to Halina.
* Since club members must ratify the changes, suggestions were made to vote at the Holiday 5K race, or at the annual meeting in Feb/March 2018.
1. Capital Equipment – Ron
* A second tent and MPRRC table covering were purchased.
1. Old Pali Run – Joan/Ron
* Equipment: Paula and Craig will load their respective vehicles at the locker room with help from Joan and Stephen.
* Aid station: Paula will drop off supplies at the aid station, staff the aid station, and get ice.
* Unlocking gates: Chris will get keys to Ron so he can unlock the gates.
* Porta potties: Chris has ordered them.
* Registration and chip pullers: Judith and Betty Gail (BG).
* Refreshments: Ron and BG will provide juice/drinks and oranges.
* Before race refreshments: coffee, donuts, cookies will be provided by Chris.
* Timeline: Sam and Tom will be present.
* Trophies: Paula emailed a reminder to Buck.
* 3 police officers will be present.
* Joan to ask Bill Cunningham if he can be race director and announce directions before the race.
1. Training Run Update – Ron
* There were 10-12 runners at Friday’s fireworks run; slowly attracting more runners. Ron and BG will be out of town on Sept. 15 and 22 so other Board members are encouraged to attend.
* Pu’unene to 5K re-starting; it’s already posted on RunSignUp.
1. Age-graded Award Suggestions – Craig
* For 2018, Timeline can calculate age-graded male and female winners for each race. Higher percentage indicates better performance. Timeline can also add a column on age-graded standing to the print out that is posted at the race. They will do this for the Old Pali Road race.
* The Club should review the course certifications to ensure races start and end at the right place.
1. Public Affairs Update – Betty Gail
* Some marketing activities: Facebook postings for the Old Pali race; reminder slips were inserted in race packets for the next 2 races.
1. Marathon Readiness Series Awards Dinner – Joan
* Scheduled for Thursday, Dec. 7 at the Manoa Rec Center, 5-9 p.m.
1. Volunteer Recognition Tracking – Stephen Porter
* Stephen continues to work on getting volunteers from the military. Must make sure that volunteers who are MPRRC members get credit with the MidPac Bucks program, starting with the Old Pali road race.
* Stephen must develop a spreadsheet to track MidPac Bucks and store it on goggledocs so can be easily shared with the Board.
* Stephen will distribute volunteer certificates at the race with the volunteer’s name, name of race, number of bucks, etc.

V. New Business

1. Annual Meeting & Dinner
* Betty Gail will organize a planning committee to plan the annual meeting. Will ask Connie to be a member. Halina may be able to help. Committee should propose a budget.
1. Web Site Review
* Information should be updated, e.g., officers, membership application outdated. Everyone should review and bring items to Ron’s attention.
1. 2018 Race Schedule
* A draft was distributed by Ron, although it doesn’t include the Marathon Race Series runs.

VI. Next Meeting

 Date: October 10, 2017

 Time: 6 p.m.

 Place: UH Manoa, room 219

VII. Meeting Adjourned at 8:03 p.m.