



**Mid-Pacific Road Runners Board Meeting Minutes
January 20, 2020**

Summary of Actions Taken By the Board

- 1. For assisting with the World Airline Road Race (WARR) in October, MPRRC will charge a fee of \$2,000 with the understanding that WARR will pay for all expenses.**
- 2. Starting with the July 2020 races, each race must have an approved budget or individual items must be approved separately by the Board.**
- 3. The Board approved the purchase of additional equipment and supplies (see list in the full minutes), not to exceed \$2,500.**
- 4. The Board approved purchasing the 100 visors from Kawika at his purchase price.**
- 5. The Board approved participating in the Sneakers4Funds Program.**
- 6. The Board approved offering the first five GAR in-training participants free entry to the Mother's Day 10K.**
- 7. It was approved to print new emergency cards with updated MPRRC contact phone numbers, up to \$50.**

**Agenda Mid-Pacific Road Runners Board Meeting
January 20, 2020**

Call to order: 6:10

Board Members Present: Ron Alford (President), Betty Gail Alford, Halina Zaleski, Joan Davis, Ed Kemper, Joy Schoenecker, Connie Comiso, Judith Inazu

Guests Present: Chris Mewhort (Club Accountant)

Board Members Absent: Lori Nishida

I. Approval of Minutes of December 16, 2019 Board Meeting

- Approved with amendments

II. World Airlines Road Race 2020 – Joan Davis and representatives from the WARR

- The WARR is a non-profit organization comprised of 50 airlines; 10% of race proceeds goes to local charity. They are interested in securing the services of MPRRC to put on a 10K and 5K race on October 25, 2020 at Kapiolani park. The 10K will be run first, followed by the 5K (some run in both races), followed by the award ceremony. They are interested in using the bandstand for the awards ceremony.
- Expect a total of 1,200 runners, ranging from serious to fun runners. Race will be open to others in the community.
- Will accommodate 5-year age groups (up to 90 years old) and overall awards; they will provide the awards, and hope to use local vendor.
- Tentative arrangements are for WARR to pay for all expenses, including finisher medals, awards, t-shirts (using a local vendor), refreshments, finish line (Timeline), bibs, coning, etc.
- WARR can provide volunteers but need to know how many and for what purpose
- WARR requests MPRRC services for tents, banners, and equipment, advice on the courses, and information on other technical aspects of the race.
- WARR will set up Race Roster to register runners and will meet with Timeline (Scot) later this week. They will handle runner check-in.
- WARR also requests assistance with race permit, medical or first aid station, mile markers (every 1-2 miles), bag drop, if possible, music license, insurance, etc.
- Race sponsors will be able to advertise their product at the race; no local airline sponsor has committed yet.
- Insurance provided to MPRRC by RRCA but WARR will also need to get their own insurance. Not sure about a music license.
- Theme for 2020 has not been decided yet.
- A contract outlining MPRRC and WARR responsibilities and the cost for MPRRC services will be developed tomorrow night at 6:30 at Ron's.

- **MPRRC to charge a fee of \$2,000 with the understanding that WARR will pay for all expenses.**

III. Financial Report – Chris Mewhort

- Reviewed and discussed.

IV. Membership Report – Paula Carroll (12/1-31/2019)

268 family memberships for the month of Dec 2019 (-12 since 11/30)

242 individual memberships for the month of Dec 2019 (-18 since 11/30)

4 junior memberships for the month of Dec 2019 (+0 since 11/30)

147 lifetime memberships (+1 since 11/30)

Total: 661 memberships

- Ron will check with RunSignUp to confirm the renewal numbers (which should be higher).

V. Committee Reports

A. Race Committee – Ron Alford

1. Race Budgets

Recommendation from the race committee to the Board: All Race Directors are to develop a budget for their race(s) to be submitted to the Race Committee and Board. Once approved, no additional approvals will be necessary for race expenses within the budget. Items/expenses not in the approved budget must be approved separately by the Board.

- **Starting with the July 2020 races, each race must have an approved budget or individual items must be approved separately by the Board.**

2. Taxes on RunSignUp

All online sales are subject to state taxes, although there are different exemptions for each state. RunSignUp collects and distributes tax revenue.

3. New Equipment Proposal

Recommendation from the race committee to the Board:

*Place signs for awards ceremonies – estimate \$48 each

*Mile markers - \$48 each

*Additional medium-size (18 inch) cones (20) – estimate \$20 each

*Clip the arrow signs for use in both directions – estimate \$60 total

*Borrow the finish line arch available from Hybrid Designs and if useful, consider purchasing one for the club later in the year, will need banner to adhere to the finish line arch, "FINISH", MPRRC and logo x 2 – estimate \$ 250 total

*One additional collapsible wagon for equipment transport – estimate \$150

*Unique item as random prizes for races such as a sturdy tote or other unique item. The idea is that there is only one place to get this item – win the drawing at one of our races.

*New table throws (2 smalls)

*New "blue bin"

Additional items (introduced at the Board meeting):

* Trash cans or collapsible bins that would be multipurpose

* Plastic water pitchers

- **Approved to purchase the above items, not to exceed \$2,500.**

4. Club Merchandise – Club Visors

Recommendation from the race committee to the Board: It was proposed to buy the club visor inventory from Kawika Carlson to streamline the process for purchases. Currently, Kawika owns and has possession of the entire stock. It is proposed that the club buy the entire stock (100) at his purchase price (\$11 plus tax) = total price \$944.50. We currently sell the visors for \$25.

- **Approved to purchase the 100 visors from Kawika at his purchase price.**

5. Sneakers4Funds Program

Recommendation from the race committee to the Board: Participate in the Sneakers4Funds Program. The club collects gently worn, used, or new running shoes. We are provided prepaid mailer bags. 15-20 pairs of shoes go in each bag which then sealed and dropped off at a UPS location. The shoes are sent to needy countries and the club is paid \$.70 per pound.

- **Approved to participate in the Sneakers4Funds Program.**

6. GAR In-Training

Recommendation from the race committee to the Board: It was suggested that we offer them a free entry into the Mother's Day 10K or at least at the club rate.

- **Approved to offer the first five GAR in-training participants free entry to the Mother's Day 10K.**

7. Chapson 8K debrief (Joan Davis)

- A runner collapsed at the race; we did not have emergency contact number.
- Joan proposed replacing the existing emergency cards with updated information (e.g., Timeline, Joan's, and club phone numbers), and to add emergency contact number on the registration form.
- Joan will distribute cards to all volunteers and runners at the races.
- Betty Gail and Ron to revise the registration form to add emergency contact number.
- In the meantime, provide address labels for runners to add contact information on the back of their bib at packet pick up.

- **Approved to print new emergency cards with updated MPRRC contact phone numbers, up to \$50.**

8. GAR training series races

- Consider the feasibility of having just one race director and one packet pick up for all 3 races (already have one shirt for all 3 races).

B. Volunteer Committee – Joan Davis

- No report

C. Social/Publicity Committee – Connie Comiso

- Annual Banquet. Possible at Old Spaghetti Factory at Aloha Tower Marketplace. Cost is \$20; venue is indoors; tentative date is Thur., Feb. 27, from 5:30-8:30. Bar service, buffet, \$2 validated parking. However, limited to 100 for fire safety reasons so need to

check if can accommodate a few more. Would need final count 3 days before event (registration via RunSignUp).

D. Budget/Finance Committee – Ed Kemper

- Fidelity Investment of Club funds. Ed will recommend 2-4 investments for the Board to consider and will double check with Sam to get a second opinion.

E. Administrative/Governance Committee – Halina Zaleski

- No report

VI. Unfinished Business

A. Contract renewal for the Marathon Readiness Series

- Has been signed by all parties.

VII. New Business

A. February Board Meeting date changed to Monday, February 10 at 6:00 p.m. since the 17th is a holiday as well as the day of the Great Aloha Run (Betty Gail will bring food for the Board meeting).

B. Great Aloha Run Expo. Ron to see if they will give us a free booth and will send out a poll to register volunteers.

Next meeting: Monday, February 10, 2020, 6:00 p.m., same location

Adjourned: 8:50 p.m.