

Rochester Running Club Board Meeting Minutes

Date: December 20th, 2021

Start Time: 7:00 pm

Location: Zoom

Last Meeting: November 15th, 2021

Next Meeting: January 17th, 2021

Agenda Item	Action/Discussion
Call to Order and Roll Call (Dale) 2 minutes	Meeting called to order at 7:03 Present: Ruth Brennan Morrey, Anna Sanchez, Kasey Kuker, Gwen Jacobson, Dale Pfrimmer, Anne Sill, Rich Fishbune, Cindy Morgan, Mitch Felton, Ray Gladkowski, Branda Anderson, Brian Hunn Absent: Chris Coon
Review and Approval of (Dale) 2 minutes	November minutes Gwen made a motion to approve the minutes, Dale seconded, minutes were approved by all.
Review and Approval of Financials (Gwen) 15 minutes	Treasurer's Report 12-14 2021 In December, a lot of expenses typically come in. The check for Save the Track finally cleared. We finished the year with positive net income. Insurance was the biggest expense in December. The 2022 Polar Bear fleece hats are paid for already, which is a 2022 budget item. Mitch made a motion to approve, Rick seconded, Treasurer's Report was approved by all. Proposed 2022 budgets: 2022 General Budget 2022 RRC Budget Events The budgets are still being finalized; budget approvals will be moved to January meeting.
Team Reports	
Diversity and Inclusion Committee (Ruth and Gwen) 5 minutes of discussion	<ul style="list-style-type: none"> • Runner profile assignments are in Dropbox <ul style="list-style-type: none"> ○ https://form.jotform.com/202946871577065 ○ December Runner profile – Rick! 😊 • There was another workshop from the Running Industry Diversity Team. Board members were asked to review. Meeting Recording: https://us06web.zoom.us/rec/share/vBZQhth0ooPoDJwK-ENWJloKvr9dL7x5LHT4EbSTdQmOniUaHHDeEq9L_1NGqa2S.p0LXVA3btPCAy-Y

Minutes Prepared By: Anna Sanchez, Secretary

	<p>Access Passcode: xdk5.vS0</p> <p>Dale spoke with Joseph Barr about doing a profile – he will fill it out. For the month assigned Board members will continue to recruit people for runner profiles or provide their own profile if needed.</p> <p>Ruth was in touch with the Boys and Girls club. They will be meeting the first week in January to keep the relationship strong and to plan summer programming.</p> <ul style="list-style-type: none"> Ruth gave a synopsis about the DEI Zoom meeting about the importance of data. Data can ensure that we are moving towards our goals for D&I. We don't include this information on our membership form. We will consider adding demographic information on our application forms. We need to also be clear about what our goals are when we gather demographic data. <p>Action Items:</p> <ul style="list-style-type: none"> Gwen will consult with Chris Coon. Cindy will send the demographic info that the State uses to the RRC email.
Sponsorship Committee (Ray) 5 minutes	<ul style="list-style-type: none"> Ray is making a list of who we need to talk to for 2022. At this time Total Vision will be attending the banquet. The budgets are helpful as Ray talks to sponsors.
Election Committee (Mitch) 5 minutes	<ul style="list-style-type: none"> Voting continues until 12/29/21 Jean sent out reminders to members who have not voted. 50 individual and 16 family ballots have been submitted.
Old Business	
Annual Banquet (Anna and Gwen) 5 minutes	<ul style="list-style-type: none"> Saturday, January 29th Speaker: Dennis Barker Option for teams to come to hear the speaker for \$30 Please register! Board members connected with coaches will get the word out about the team rate to come see the speaker for \$30 per team.

	<ul style="list-style-type: none"> • Cindy has some posts ready for promoting Dennis Barker. He is donating part of his speaking fee to the school he coaches (underprivileged students).
<p>Covid preparedness plan (Gwen) 5 minutes</p>	<ul style="list-style-type: none"> • Please review the updated Covid preparedness plan. • Cindy questioned if having a Covid plan is necessary and if we should just follow city, state, and county rules. The updated COVID preparedness plan does follow the MN Department of Health suggested guidelines. • Overall, there was support to adopt the revised Covid plan. • The current plan on the website needs to come down because it is out of date. • Rick made a motion that we put the revised plan on the website. Branda seconded the motion. The motion was approved. <p>Action Item:</p> <ul style="list-style-type: none"> • Gwen will update website.
<p>TerraLoco Resolution Night 5 minutes</p>	<ul style="list-style-type: none"> • During the November meeting, we voted to staff a table at TerraLoco resolution night. • January 6th, 6 pm • Rick, Branda, and Gwen will be present to staff the table. Our main goal will be promoting the Polar Bear 5k, Dennis Barker/Annual banquet, and answering questions. We have a 1-page handout that we used at the Med City booth. There is information in the shed. • Prizes – 2 Polar bear hats and 2 RRC memberships • Sonja will provide a bear trophy to display to promote the Polar Bear. • Wear RRC logowear if you are attending this event <p>Action Item:</p> <ul style="list-style-type: none"> • Gwen will gather all the necessary items and bring to resolution night.
<p>Trash pick-up (Gwen) 10 minutes</p>	<ul style="list-style-type: none"> • How do we want to handle the snow and shorter days with winter upon us? Ray suggested that we wait until March or April to start the litter pickup back up. Ray will take over as The Adopt a Park Litter Pick-up Team Lead.
<p>Runner Friendly Community (Ruth and Anna) Information only</p>	<ul style="list-style-type: none"> • Please save the date to attend the city council meeting on February 7th at 6:15 pm for a presentation by the Mayor. • Consider wearing some RRC or other running/race gear! 😊

Race Reports	
	None
New Business	
<p>Annual review of documents (Gwen) *Please review prior to the meeting 5 minutes</p>	<ul style="list-style-type: none"> As part of our annual RRCA Club Membership Renewal we are required to read and abide by the following documents. All board members are asked to review each of the links below prior to the December meeting and be prepared to bring any questions forward at the meeting. <p>Running Club Membership - Road Runners Club of America (rrca.org)</p> <p>RRCA Insurance Services - Road Runners Club of America</p> <p>Safe Event Guidelines - Road Runners Club of America (rrca.org)</p> <p>Group Music License Service - Road Runners Club of America (rrca.org)</p> <p>Abuse Awareness Training and Safe Sport Act - Road Runners Club of America (rrca.org)</p> <p>Race Director Code of Ethics - Road Runners Club of America (rrca.org)</p> <p>We pay \$2.30 per member for membership dues and \$2.98 per member for \$2M General Liability Insurance; \$5.28 from each membership dues goes to RRCA. Jean provided the membership number of 207 as of December 1st.</p> <p>Directors & Officers coverage is required because we are a non-profit = Flat fee of \$205 $207 \times 2.30 = 476.10$ $207 \times 2.98 = 616.86$ Total Insurance Cost for 2022 \$1,297.95 Music license required for 2022 HHR Race \$ 291.40</p> <p>Waivers: All clubs are required to obtain waivers of liability from all of their members and all program participants during the club's join/renew process as a requirement of accessing the RRCA insurance program. All guests to club training runs MUST sign a waiver as well. Our membership forms do not currently include the club waiver. We do an excellent job of obtaining participant waivers for all club owned races, Saturday Morning Trainings Runs, and the All-Comers' Track meets.</p>

	<p>It was agreed the Race Director code of ethics should be communicated to RRC owned Race Director volunteers.</p> <p>Youth running program volunteers should complete the Safe Sport training, and we should make sure that volunteers do that for next year as we work with Boys and Girls Club.</p> <p>Action Items:</p> <ul style="list-style-type: none"> • Gwen will work with Jean to include a waiver in the renewal/joining process. • Gwen will add pertinent information to the website. • Dale will send communication of Race Director Code of Ethics to RRC Race Director volunteers.
<p>Runner of the Year voting (Dale) *Please vote prior to the meeting</p>	<ul style="list-style-type: none"> • Runner of the Year Award guidelines • The Runner of the Year has been voted upon. Dale will present at the annual meeting as Ruth will not be available to present. .
<p>Running Movie Series at Gray Duck Theater (Dale)</p>	<ul style="list-style-type: none"> • Dale suggested a quarterly movie at Gray Duck, especially movies that will appeal to younger runners to motivate them for cross country and track season. The <i>Brittany Runs a Marathon</i> event was well received. We could have a small panel present for each movie. The Board agreed this is a great idea. Dale will continue to work with Gray Duck Theater to coordinate this on a quarterly basis.
<p>Gobble Wobble in Rochester (Thanksgiving run) (Dale) 10 minutes</p>	<ul style="list-style-type: none"> • We didn't have a run in Rochester on Thanksgiving which is unusual considering the size of our community. Dale reached out to Rebecca Snapp about resurrecting the Gobble Wobble, and the Salvation Army is very interested. We would need to secure a venue and race director. Ray reached out to the Autumn Ridge staff. The new pastor of outreach was excited, even though he had not heard of this event. Ray and Shannon would be willing to be race directors for this event if needed. This race brings out a lot of families in the community who would not otherwise be in the local running scene. Board agreed we should proceed with putting on this race in 2022.
<p>Retractable sign redo (Gwen) 5 minutes</p>	<ul style="list-style-type: none"> • Links to current signs: HHR sign, HHR sign close up, HHR sign bottom half, RTC sign

	<ul style="list-style-type: none"> • Here is the quote from Fast Signs to replace the HHR and RTC signs • It's under \$150 to redo each sign since we don't need the base. If we do just the club events and not the Grand Prix it would be more stable for multiple seasons. It would be nice to have the updated signs for the annual banquet. We should design for longevity. • Gwen made a motion to proceed with updating the signs. Dale seconded. Motion was approved. • Also, other race features that were outdated were discussed. Team Red has a finish line that we could use and make a new banner for, but since we rent them out, we might want to make sure that we update our own equipment ready to rent. <p>Action Items:</p> <ul style="list-style-type: none"> • Gwen will touch base about cost with Fast Signs for design ideas. • Cindy and Gwen will touch base after Christmas after Gwen gets an estimate.
<p>Additional Agenda Items</p>	
<p>Saturday Morning Training Runs</p>	<ul style="list-style-type: none"> • We decided to hire a captain again for this year. • Last year, Gwen and Jean were interviewing after the holidays. Marissa thinks that there is a good group of 2nd year physical therapy students who would be interested. • It was extra work last year because of not having enough aid station volunteers. • We need to ask for community volunteers for support with the run routes. • A Team Lead is needed to coordinate all the moving pieces to have successful Saturday Morning Training Runs. • Mitch is willing to help with run routes. • Our goal is to start February 19th. <p>Action Items:</p> <ul style="list-style-type: none"> • Gwen will complete at 1099 for Marissa. • Dale will work with Jean with hiring another captain. • Rick will update the spreadsheet to reflect the spring 2022 season. • Gwen will contact Jim Li to see if he is interested in helping with run routes again
<p>Parking Lot</p>	
<p>Save the Track Fundraising</p>	



Renaming Hal Martin All-Comers Meets 10 minutes	
Medals4Mettle	Home Medals4Mettle Your race medal becomes a message of compassion to a brave patient
Marathon/Half Marathon Training Class	
Race Director Training	
Reconsidering RRC Awards	See this email from Jean