

RESTON RUNNERS BOARD OF DIRECTORS  
MAY 2020 MEETING MINUTES

**Date:** May 9, 2020

**Start Time:** 9:33 am

**End Time:** 11:43 am

**Meeting Attendees**

| <b>Present</b>   | <b>Not Present</b> | <b>Other</b>    |
|------------------|--------------------|-----------------|
| Mike McCord      | Morgan Parkin      | Bill D’Agostino |
| Catherine Nelson |                    |                 |
| Mary Shedlock    |                    |                 |
| Claire Tse       |                    |                 |
| Jack Tozier      |                    |                 |
| Mary Goebel      |                    |                 |
| Caitlin McBride  |                    |                 |
| Jeannie Johns    |                    |                 |
| Dan Grove        |                    |                 |

**Prior Business:**

**Prior Meeting Minutes:** April meeting minutes approved as amended.

**Current Business:**

**President’s Report**

Mike McCord raised the following discussion items:

BOD discussion of Procedures for when weekly runs resume (running, water support, post-run socializing) Community-Related Issues

- What is RR policy needed as we restart runs
  - Now groups are self-governing as meet-ups, and separate by pace
  - Masks are being worn and mindful of others on the trail
  - Water is question; when RR restarts runs how to provide water is logistically unfeasible; people need to bring their own water, staggered starts – fixed starts and follow the maps we have and leave water at listed stops – decision by BOD to not offer water until further notice
- We recommend official authority references (e.g., VA Governor)

Recognition of 40<sup>th</sup> Anniversary of Reston Runners

- RR merchandise with new logo - TBD
- Send out blast from past presidents
- Can recognize in retrospect at 2021 Annual Meeting  
History - Reston Runners: possible ask for stories and memories

**Finance Committee Report**

RESTON RUNNERS BOARD OF DIRECTORS  
MAY 2020 MEETING MINUTES

Reston Runners Financial Status/outlook for balance of 2020

RMR Financial Update – Bill D’Agostino –

- \$20K carryover from 2019 – expenses come out at the end of event, expenses not in 2020.
- Legal to use the RMR funds to help Club – because it is a RR bank account based on needs.
- For 2021 – discussion around discounts for early sign up between Sept-Dec to take advantage of discount – most RMR athletes will pay full price- this event will most likely turn a profit

Financial Report from Mary Shedlock – suggested YIM and all other programs should be financially conservative

- Updated May 2020 - financials do not include RMR as they have separate bank account – column F \$6400 as of 4/30
- Estimated income and expenditures based on 2019 run rates
- Based on estimated EOY 2020 - annual loss estimated because current membership fees do not cover fixed costs to operate RR
- CD expired in March – second one is coming up - have \$10K buffer if needed
- Mary reviewed financial and suggests membership costs should go up because dues are a bargain now – BoD can not change dues until have full Club Membership meetings and needs to be voted by membership
- Discussion around saving money with Potluck Dinner (BYO), Airport Run, Holiday Party at McCord Home; Catherine: fixed costs should be covered by membership and not FLS and other events
  - RR must have annual meeting paid according to bylaws (\$400 for RCC – they have our request for 2021)
  - Proposed membership increases need to be notified, voted and executed in 2021; get everyone involved because quorum of total membership is needed; no right of proxy, % of who shows up
    - Discussion for meeting in Fall to discuss dues increase or wait for Feb 2021 meeting – possible Ad Hoc meeting for general membership in 2020 and will incur expense, possibility of virtual meeting
  - Need to show we have cut costs due to COVID 19 – and ask for help now from membership now, need to set up the financial problem, plan the strategy, and socialize with membership
    - Mary S will calculate fixed RR costs – membership fees coverage from non-event income, will meet with Catherine to review to design a formal plan to present to membership – Jack will send Mary and Catherine the membership paid numbers to estimate dues raise, will review bylaws, set up Zoom meetings
    - Summer party – Reston pools are closed and no fees expected by RA

RESTON RUNNERS BOARD OF DIRECTORS  
MAY 2020 MEETING MINUTES

- Mike and Catherine to schedule Bank visit to authorize Catherine on account and credit card

**Status of event plans and FCPS permits/RA reservations**

- YIM: Jeannie: requests made to reserve track – FCPS (Herndon Middle School) rejected the request and no RR funds were expended – only had names and no payments received – conclusion YIM is cancelled due to prudent financial and health concerns. Might consider virtual event - TBD cancelled event to 2021
- Women’s Training Program canceled: funds were refunded, no expenses expended to date
- ITP - application is in FCPS – can be activated on short notice this Summer, if track is opened – no fees sent to FCPS to date, will need to ensure enough sign ups to cover costs
- Pool Party- on hold to date, need reservation within 4 weeks logistics
- 10 Weeks to 10K – most participants were returning from WTP 2019 – TBD, Jeannie suggested online training program by Reston Runners, figure out how to design program and have coaches, Mary S to follow up with John and Molly on possible online program and logistics
- Annual Meeting '21 – Reservation was sent for Feb 21<sup>st</sup> and 20<sup>th</sup> – cost is \$350 range – RCC said we are in the queue as RCC is closed – unsure if we get the dates requested. Catering and logistics is 3-week planning/execution needed to deliver event

Mike mentioned letter from Brian Carlson:

- Run only with small groups, staggered starts, no hydration, issue policy on masks
- VA regulations evolving?

**Governance Committee Report**

Follow-on discussion of Board organization/oversight portfolios proposal- Catherine

- Are we ready to dig deeper into the proposal for board responsibilities that Catherine developed how to align the responsibilities, need to await Jack and Dan to participate at next meeting
- Point person coordinates activities of people who are doing the activities – as liaison from activity and BOD
- Lots of uncertainty now – BOD member would know updates for each activity

**Membership/Administration Report**

Jack Tozier, Chair of the Membership Committee, provided a summary of membership statistics and changes. Other key discussion points included:

RESTON RUNNERS BOARD OF DIRECTORS  
MAY 2020 MEETING MINUTES

- Time being – every transaction is one-time payment for Red Podium – no stored info, manual adjustments by Jack renewal date in the system; no automatic ability to date for proposed \$10 fee

**Run/Walk Committee Report**

Mary Goebel, Chair of the Run/Walk Committee reported on the following:

- RR not sponsoring runs and walks on Tuesday and Thursdays
- Weekend Run/Walks are suspended due to COVID-19, no water support

**Programs Report**

**Community-Related Issues**

- Reston Sports Council: report from May 27 virtual meeting
- Update on Reston Century, Reston Triathlon, Reston Sprint Tri
  - Perfect 10k – Sept – hope to be happening
  - Leesburg – hope to open
  - MCM – possible race
- Status of PRR Races, Army 10-Miler, Marine Corps Marathon
- RA – will not reopen the water fountains, bathrooms yet even though we are in Phase 2
- Reston Century Bike Ride (Aug) canceled
- Reston Triathlon (Sept) will be canceled but they haven't announced it yet [so we cannot post this in the minutes on our website until they do which will be soon]
- Reston Sprint Tri (moved from May to Aug) likely be a virtual event only
- All PRR races through mid-August are virtual including Leesburg 20k
- PRR currently planning/hoping to do the following Reston events as actual races:
  - South Lakes 10K, Aug 30
  - Perfect 10 10K/10M, Sept 27 (this is what 10 weeks to 10k trains for)
  - 5k races on Oct 18, Nov 26, Dec 6 and New Year's Day 2021
- Army Ten Miler (Oct) has delayed/not opened registration yet
- Marine Corps Marathon (Oct) held registration but we are not yet sure what will happen with the event
- Eagleman half-Ironman on Eastern Shore delayed from June to September
- Reston YMCA opens Monday June 15
- RA on verge of reopening some Reston pools for lap swimming, but hasn't done so yet

**Communications Report**

Chair of the Communications Committee reported on the following: N/A

RESTON RUNNERS BOARD OF DIRECTORS  
MAY 2020 MEETING MINUTES

**Other Miscellaneous Topics**

- Reston Sports Council
  - Mike is current member, started June/July 2019 – 13 groups where RR is membership unofficially with RA – allotment of fields amongst groups
  - Jeannie would like to have presence
  - Mary S is involved in other groups
  - No dues involved
  - Youth sports day moved to 2021
  
- Reston as a RRCA Running-Friendly Community
  - Reston Runners – do we want to apply for this for designation? – Valuable to find RR (Pablo brought to BOD attention – Jeannie will follow up)
  
- Apply for Best of Reston
  - Should we apply when Community Fund has distributed more funds for schools or club has performed services such as trash pick-ups?
  - BOD will look at how to apply

Update on Status of Reston Runners records – (note: Claire to check with past presidents for historical paper files)

Updates on Reston Runners with associated events since March BOD meeting: The following cancellations and suspension decisions were taken to be consistent with Gov Northam's EO53 on March 23 and EO55 on March 30, 2020

- RMR 2020 was canceled on March 13 and a credit policy for 2021 event was posted March 17
- RR weekly runs and walks were moved to social distance smaller groups where water support was suspended on March 18
- All weekly runs and walks were suspended on March 24<sup>th</sup>
- WTP has been cancelled
- STD 5K was cancelled on April 10
  
- [NEW not on agenda] Items for our Minutes
  - Mike has question on minutes of March 7, p.3, Jack did we have 393 non-renewals? That seems like a very big number for a club our size. Typo?
  - Not on agenda, quick note, call for NoVa Sr Olympics 5K race director in March minutes is now moot because the whole event planned for Sept 2020 is canceled.

Need to have Community Fund Meeting

- Find updates on scholarships

RESTON RUNNERS BOARD OF DIRECTORS  
MAY 2020 MEETING MINUTES

- Forward progress and logistics

**Dates to Remember:**

Next BoD Meeting: 07/11/2020  
Summer Party: TBD  
RMR: TBD