

Minutes: Agenda for Reston Runners Board of Directors Meeting
March 7, 2020 – Meeting commenced at 9:30 am; adjourned at 11:11 am

BOD Present: Introductions

- Mike McCord, Catherine Nelson, Mary Shedlock, Jack Tozier, Mary Goebel, Caitlin McBride, Dan Grove, Claire Tse; Jeannie Johns (not present)

Some Basics:

- Schedule of weekend run announcements
 - If needed, trade dates via emails
 - Announcements:
 - new people
 - upcoming events
 - marked the course recognition
 - water recognition
- Reston Runners Google Docs drive
 - Will continue to use Google Docs as repository for all Reston Runners archives
- Frequency of RR board meetings
 - BOD agreed to meet every two months:
 - May 9: Dan's House: 11581 Lake Newport Road, Reston
 - July 11: TBD
 - Sept 19: TBD
- Credit cards & Expenditures
 - Mary S, Mike M, Catherine N – has RR credit cards
 - General membership events like pool and holiday party are funded by dues. Programs need to at least cover their expenses; we are using net program income to cover our overhead costs such as insurance and storage
 - All documentation to Mary S
 - All reimbursement payments come from Wells Fargo
 - No problem to date
 - Discussion on governance and suggested guidelines on how to distribute budget
- Storage unit at Extra Space Storage, 250 Spring St, Herndon, Unit 2063
 - Discussion around who has keys and access codes
- RR constitution
 - Constitution is very general, Board has flexibility we need to operate
- Minutes from previous meeting
 - Online on RR website, continue to capture, send to BOD for review, Claire to send to Jack to upload
 - On March 6, Mike emailed to board draft minutes of business portion of the February 15, 2020 annual meeting of the Club and asked that those minutes be recorded as an appendix to the minutes of this meeting and proposed that going forward RR make it a practice to keep minutes of the business portion of the

annual meeting to include election results, green jacket award winners, the Treasurer's annual financial report, and an annual report on the RRCF.

Brief overview of Reston Runners

- RMR
 - Anna and team have it under control so far; TBD on Coronavirus issues if SLHS is closed - @550 sign-ups
 - \$69K income budget, \$67.7K expenses (Eagle Bank)
- Reston Runners, RMR, and RRCF structure and funding [CHART]
 - \$10K in community fund, expenses \$7.5K (United Bank)
- Reston Runners
 - Total income \$120.6K (RMR is \$69K/57%)
 - Non-RMR Income \$51.6K/43%
 - Total RR expense \$116K (RMR is \$67.7K/58%)
 - Non-RMR expense \$48.3K/42% (Wells Fargo)
- Discussion of income from RR membership, lacking financial guidelines –suggestion for finance committee to look at financial analytics
 - Fiduciary risk if something happens (e.g., hurt, theft) – need some structure for coverage - membership
- Discussion for increased governance structure to facilitate the BOD running; building on creation of BOD Toolkit

Status of Program Leads - Status of event plans/reservations (Annual meeting, Pool Party, ITP)

- YIM - May Chava/Sarah Humphries/Tammy Durfee
- WTP – Molly/Mary Shedlock (*need succession plan)
- STD – Karen Donis/Nora Lynch (?)
- ITP – Paul Durfee
- FLS – Anna and Gordon Newcomb
- 10 Weeks to 10K – Julia Low (?)
- RMR – Anna & Team; Dan to be BOD liaison to RMR
- RMR Marathon training - Marcy
- BFFs: Molly
- Website: Jack
- Membership: Jack
- Annual Elections: Dave B
- Photography: Luz/Brian/Pablo
- Community Fund
- Run Course: Dennis
- Run Course marking: Geoff Lewis
- Walking Courses: Mary Goebel
- Water: Catherine Nelson

Status of Events

- Annual Meeting: Catherine N to sign up– Goal for Last Saturday in February 2021/Marcy
- Summer BBQ/Pool Party: Register through RA for date – Autumnwood Pool – goal Aug 27th – Mary S to seek date registration – 40th anniversary in 2020
- Holiday Party – Mike & Donna McCord – Dec 12th, 2020

NOTE: immediate action needed to secure assigned leaders for YIM, 10 weeks to 10K and STD

RMR Liaison/RMR status – Dan – status TBD, Discussion: decisions for refunds if RMR is cancelled due to coronavirus TBD

Follow-up on logo design

- Received negative feedback from members to change the logo design
- Decision go forward with the logo as is

Data available on Reston Runners membership– Jack

- Have good data for RRCA and fiduciary requirements – name, address, gender, email
- Need info of member longevity, age range
- Turnover: 121 new members, 393 non-renewals
- Dues paying membership @\$15 – keeps our funding consistent and most likely to participate & volunteer
- Mike’s analysis is that RR demographics show us over-represented ages 55-64 compared to Reston population and local race entrants and under-represented below age 45. Our over-65 population correlates well with overall Reston demographics.

Status of Reston Runners records – Claire

- Will check for old records from Anna, etc.

NoVa Sr Olympics Request for Assistance – Mike

- Mike spoke to race organizer – Bunny Bonnes has volunteered as a race director, Anna volunteered FLS – approved with clarification of insurance coverage is on Senior Olympics and not covered by Reston Runners

Request to take position on Rescue Reston – Mike

- Connie Hartke requested RR support for Rescue Reston – BOD agrees to allow Rescue Reston representatives to have a voice when present

Board organization/oversight portfolios proposal- Catherine

- Discussion of formalizing organizational development for BOD and oversight of RR-related programs

Color environment arrows \$81/200 arrows plus 15% 501c3 discount

- Mary Goebel brought up Brian Carlson's suggest for usage of these arrows, had discussion with BOD to decide not to purchase for various logistics compications