

MINUTES FROM THE BOARD OF DIRECTORS MEETING
ROAD RUNNERS CLUB OF AMERICA
Saturday, October 15, 2005

The Board of Directors of the Road Runners Club of America met in regular session in the Ellicott Room of the Sheraton Columbia Hotel, Columbia, Maryland. The following Officers and Directors were in attendance: President Bee McLeod; Vice-President Tom Downing; Directors Lisa Paige, Beth Onines, John Farrow, David Epstein, and Bob Holmes. Also present were Dennis Novak, Treasurer elect, and Executive Director Jean Knaack. Absent were Directors Brent Ayer and David Williams.

A quorum being present, President Bee McLeod called the session to order at 8:28 a.m. EDT.

Approval of Minutes from September 14, 2005, Board of Directors Meeting. Directors Farrow and Epstein offered minor grammatical corrections. Director Holmes moved, and Director Paige seconded, that the minutes of the September 14 meeting be approved as amended. A vote was taken and the motion carried by unanimous voice vote.

Directors' Reports. President McLeod requested that the Board approve the appointment of Dennis Novak, RRCA Wisconsin State Representative, to serve as RRCA interim Secretary-Treasurer until March 2006 when the position will be up for re-election. President McLeod also reminded everyone that the Secretary-Treasurer position will split into two positions in 2006. Director Farrow moved, and Vice-President Downing seconded, that Dennis Novak be appointed to the position of Secretary-Treasurer of the Road Runners Club of America. A vote was taken and the motion carried by unanimous voice vote.

Due to the impacts of Hurricane Katrina, Southern Region Director Chuck George has resigned from the Board. President McLeod will work to fill the Southern Region post by the end of the calendar year.

Vice-President Downing spoke about the awards program. Because the 2006 convention is in March, nominations need to be received by January 15. With the holiday season, this may be somewhat of a challenge. The national awards nominations' announcement should be posted soon so the selection process can be completed in time for notify winner so they can attend the Convention. It was noted that President McLeod is responsible for the Scott Hamilton Award and Outstanding State Representative Award. Director Paige suggested that the process to document the 2,000-hour volunteer award should be better publicized to encourage more applications.

Director Onines reported that she conducted a Central Region State Rep's meeting last weekend, the venue being the CARA Tent at Chicago Marathon. She has the goal of bringing the national convention to Chicago in the near future, with help from Dennis Novak and the Peoria club (a former convention host club). Director Onines hopes to have a Chicago convention in early April, in conjunction with the Shamrock Shuffle.

Review of RRCA's Financial Status. The Board reviewed the September 30, 2005 balance sheet. The RRCA established a Hurricane Relief Fund, and Executive Director Knaack reported that almost \$10,000 has been pledged as of October. She mentioned that the fund would be publicized in an upcoming issue of Runner's World.

Executive Director Knaack reviewed the Revenue & Expense Report and noted that we now have 715 member clubs. It was noted that the accounting and audit fees of \$23,000 are high for an organization of our size. The accounting and audit fees also included the bookkeeper fees. The organization will continue using the current independent auditors for the 2005 audit but will seek competitive bids for the 2006 audit year.

FootNotes RFP Presentation. Eight requests for proposals for the production of FootNotes were sent to qualified publishers. A general announcement soliciting proposals was posted on the RRCA website as well. Two final proposals were presented to the Board.

Executive Director Knaack reviewed the pro's and con's of each proposal with the Board. Following protracted discussion, Director Holmes moved, and Vice-President Downing seconded, that the Board select Running Times as the final candidate to publish FootNotes. A vote was taken and the motion carried by a unanimous show of hands. The Board further authorized Executive Director Knaack to enter into final negotiations with Running Times, and that the final terms of agreement with Running Times is subject to the approval of the RRCA Board of Directors.

Executive Director's Report. In the coming months, Executive Director Knaack will expend more time on production of FootNotes. The 2006 membership packages will be mailed once the final insurance quotes are received. Jessica Sleight has done a lot of work on the information included in the membership package. After the membership packages are mailed out, Jessica will become more involved in program activities especially the National Awards and Championship Race Series.

Executive Director Knaack presented an analysis of RRCA's mission and membership benefits. It also included an analyses of benefits offered by similar organizations. The analysis demonstrates that RRCA is offering its members significant tangible benefits when compared to other organizations.

Executive Director Knaack will work with Gulf Coast State Reps on determining the appropriate way to disburse the funds. These funds will not be used to offset membership dues. Examples of things that the funds might be used for would be replacement of equipment that was damaged or destroyed by the storms, e.g., clocks, signage, computers, and the like.

Convention Update. Our 2006 convention will be in Houston, Texas, in early March. Executive Director Knaack reported the convention logo is beautiful. The sponsor club has developed a great website which will be on the posted soon.

Annual Business Meeting Items. If there are to be bylaw changes, they need to be brought up now. President McLeod referred to the voting issue on for-profit clubs. This is a matter that the general membership tasked the Board with looking into during the business session at the 2005 National Convention. Executive Director Knaack reported that for-profit and nonprofit clubs should all be treated the same. They are provided the same benefits and should pay the same rate. The difference in benefits is that for-profit clubs cannot take advantage of the nonprofit group exemption with the IRS.

Annual Report. Executive Director Knaack questioned the need for annual reports from Officers, Directors, State Reps, and Committee Chairs. In reply, it was noted that providing these informational booklets has been a longstanding practice, but the format is subject to change. Director Epstein suggested that all the reports be placed on a compact disc and provided to convention attendees.

Nominating Committee. President McLeod reported that the Nominating Committee is a priority which will be addressed by the end of the month.

New Business. Executive Director Knaack was tasked to address the remaining concerns with the privacy policy.

There being no further business to come before the Board, the session was brought to closure at 1:10 p.m. EDT by President Bee McLeod. Director Epstein moved, and Director Farrow seconded, to adjourn the meeting. A vote was taken and it passed by unanimous voice vote.

Respectfully submitted,

David B. Epstein
Director-at-Large
Road Runners Club of America