

**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**ROAD RUNNERS CLUB OF AMERICA**  
Wednesday, October 17, 2007  
Via teleconference

President McLeod called the meeting to order at 7:00 PM Eastern.

**Present**

President Bee McLeod, Vice-President Tom Downing, At-Large Director & Secretary Lisa Paige, Treasurer Dennis Novak, Western Region Director David Epstein, Southern Region Director Ken Bendy, Eastern Region Director Brent Ayer, At-Large Director Bob Holmes, and Executive Director Jean Knaack.

**Absent**

Central Region Director Beth Onines.

**Approval of the Minutes**

President McLeod requested a motion to approve the minutes from the August 15, 2007 meeting. Treasurer Novak moved to approve the minutes. Director Ayer provided an amendment to the minutes. The motion to approve the minutes was passed with a vote of six in favor and two abstentions from Directors Downing and Holmes who were not present at the August 15, 2007 meeting.

President McLeod then entertained a request to reopen the July 14, 2007 minutes in order to amend the statement referring to "Director Holmes presented his complaint against Director Paige". She asked for a motion. Director Epstein moved to reopen the July 14, 2007 minutes. The motion passed unanimously. President McLeod read a proposed amendment to the July minutes. She opened the floor for discussion. Director Holmes proposed a substitute amendment to include alleged complaints by Norm Haines. Director Paige read the original complaint from Norm Haines which solely references him being removed from an unofficial RRCA email list. President McLeod reminded the members that they were discussing editing the minutes from July 14, 2007 and not re-introducing the actual discussion from the July meeting. Director Holmes then requested postponing discussion so he could gather his notes. The motion to edit the minutes from the July 14, 2007 meeting was tabled.

**Officers & Directors Reports**

President McLeod noted a positive response to the Kids Run the Nation grant opportunity. The matching funds goal has been reached, but we will still actively fundraise for the effort. She thanked board members that have contributed to the fund. She announced the Kids Run the Nation Grant Selection Committee members. Sharlee & David Cotter will serve as co-Chairs and Don Kardong, Brent Ayer, Beth Onines, and Dan Kesterson with Youthrunner Magazine will serve on the committee.

President McLeod reminded the members to send in their signed copy of the ethics policy. She reminded Board members that their signature only indicates confirming receipt of the document. Finally, she reminded everyone that the next in-person meeting date will be January 18 & 19, 2008 in Cincinnati, OH.

Vice-President Downing reported the Bylaws Task Force had successful meetings. President McLeod added the final report of Task Force will be sent out soon. She reminded the Board that they had received a preliminary report, via email, from the Bylaws Task Force Chair Jeff Darman. She reported that she has asked Jeff Darman to present the report at the January Board meeting.

Director Bendy reported the Southern Region 8K Championship on August 18<sup>th</sup> which was the Maggie Valley Moonlight Run 8K, was a success. The North Carolina State Rep hosted an open house. He announced the 2008 Southern Region Championship schedule is posted. He also reported he has assembled his awards selection committees for the regional awards nominations.

Director Ayer reported he is contacting each club president in his region to get an idea of what programs are being used and level of interest in our programs. He has made it through Delaware and Connecticut.

Director Epstein reported he has conducted his second regional teleconference. He announced the Western Region Half Marathon Championship in San Francisco on Super Bowl Sunday. He reported James O'Donnell has resigned as Central CA State Rep and George Rehmet has volunteered to take this position. The appointment was approved by President McLeod. Director Epstein said the Wyoming State Rep, Amy Daley, has resigned. He is in the process of accepting nominations for her replacement. He reported the New Mexico State Rep, Cece Niemcysk, has organized an 11K State Championship on Veteran's Day.

At-Large Director Paige reported on the work of the Executive Director Performance Evaluation Task Force which included Lisa Paige, Chair, Beth Onines, David Cotter, and Bob Holmes. She will meet with Executive Director Knaack on Friday, October 19, 2007 to begin the performance evaluation process. Director Holmes pointed out to the board that a document for a weighted evaluation was not created by the Performance Evaluation Committee. Director Paige read from the June 19 minutes from the Task Force meeting that indicated the 2007 Objectives were not originally weighted or prioritized by the Board so it would be unfair to weight the outcomes of the objectives as part of the 2007 performance evaluation. Director Paige commented that weighting of objectives could be considered as part of the 2008 goals & objectives setting process if the Board pursued that degree of strategic planning. Director Holmes stated he would provide a minority report along with his recommendations for the evaluation process.

Treasurer Novak and Executive Director Knaack reviewed the profit & loss statement along with the balance sheet as of September 30, 2007 and reported expenses are on track with the budget. Executive Director Knaack informed the Board that the first draft of the 2008 Budget has been shared with Treasurer Novak and President McLeod for initial comment. Both Treasurer Novak and Executive Director Knaack are recommending a no dues increase for 2008. There was no objection from the Board.

Executive Director Knaack reported on the status of the 2008 RRCA Calendar project. She referenced the National Awards Operating Plan and the State Rep Working Group Operating Plan which were provided to the Board via email. David Cotter, Northern California State Rep, has agreed to lead the efforts of the State Rep Working Group. Director Knaack reported on her trip to Cincinnati to meet with the 2008 convention host.

She reported on preparations to begin mailing out annual renewal packages to members.

Executive Director Knaack presented a resolution to the Board and articulated the need for such a resolution. The resolution would set a deadline of 10 working days in which a club may join or renew before a scheduled event. If a club or event contacts the office to obtain membership & insurance with less than a ten day notice, then the club or event may be subject to a \$100 processing fee. No club or event may join and access the insurance program with less than a 24 hour notice of their event. Director Bendy moved to approve the resolution. Discussion followed. The motion to approve the resolution as presented passed unanimously.

Executive Director Knaack presented the housekeeping item to close the old operating bank account at Burke & Herbert which has a small balance. Treasurer Novak presented the motion to close the account at Burke & Herbert and to transfer the funds to the Bank of America operating account. Discussion followed and the motion passed unanimously.

**Old business**

The floor was opened for old business to be presented. None was presented therefore no discussion followed.

**New business**

The floor was opened for new business to be presented. None was presented therefore no discussion followed.

President McLeod reminded board members to keep the third Wednesday of each month at 7 pm available for our teleconferences.

Being no further business, President McLeod requested a motion to adjourn. Director Bendy moved to so. The motion passed unanimously and the meeting adjourned at 8:28 PM Eastern.

Submitted by Lisa Paige, Secretary