

Road Runners Club of America
Minutes of the Board of Director Meeting
Tuesday, January 17, 2017 : Teleconference

President Garner called the meeting to order at 7 p.m. A quorum was present.

Roll Call:

Mitchell Garner, President, present
Jean Arthur, Vice president, present
Treasurer, Craig Minyard, present
Eastern Region Director, Dwight Mikulis, present
Central Region Director, Sue Brown-Nickerson, present
Southern Region Director, Ron Macksoud, present
Western Region Director, George Rehmet, present
At-Large Director, Kelly Richards, present
Executive Director, Jean Knaack, present
At-Large Director, Joan Samuelson, not present

Minutes

President Garner called for approval of the minutes from the November 8, 2016 meeting. The minutes were approved.

Treasurer's Report

Treasurer Minyard presented the 2017 budget as submitted by the Executive Director Knaack and recommended by the Finance Committee.

The Board discussed the 2017 budget and the operating objectives tied to the budget. Central Region Director Sue Brown-Nickerson moved to approve the budget as submitted. The budget and objectives were approved unanimously.

Other Financial Issues

- Executive Director Knaack has started the pre-audit review process with the newly-hired audit firm. The audit work for 2016 will take place January 24 – 27, 2017.
- Treasurer Minyard moved the Finance Committee's recommendation to write-off the *Club Running* advance as a bad debt and to expense the ROADIE inventory in 2016. Motion was approved. Efforts will still be made to collect on the advance owed to the RRCA.
- Treasurer Minyard moved that the Board allow the Executive Director to pay the Star Insurance invoices and other similar bills, such as BMI, that are regular and routine and that exceed \$10,000 through the bank account's electronic bill pay system. The authorization would come with the following protocols in place:
 - The Executive Director will inform the Treasurer and the board-appointed, authorized bank account signer in advance when one of these bills is paid through bill pay system; and
 - The financial records supporting the payment are to be shared with the Treasurer and authorized bank account signer at the time of the transaction.

Motion approved unanimously.

Other Announcements

The nomination process for the 2017 board election is in progress; an announcement will be made soon.

Future Meetings

Next meeting – Wednesday, March 8, 2 p.m. – 5:30 p.m.

Thursday, March 9, 8 a.m. – 11:45 a.m.

Both meetings in Detroit, Michigan in conjunction with the 59th RRCA convention.

Meeting adjourned at 7:51 p.m.