

**MINUTES OF THE BOARD OF DIRECTORS MEETING
ROAD RUNNERS CLUB OF AMERICA**

April 30 & May 1, 2014
Spokane, WA

President Cotter called meeting to order at 9:30 AM. A quorum was confirmed to be present:

Roll Call:

President David Cotter, present
Vice President Mitch Garner, present
Treasurer Dan Edwards, present
Secretary and Western Region Director Bailey Penzotti, present
Eastern Region Director Mark Grandonico, present
Central Region Director Beth Onines, present
Southern Region Director Lena Hollmann, present
At-Large Director Kelly Richards, present
At-Large Director Jean Arthur, present
Executive Director Jean Knaack, present

President Cotter called for a motion to ratify the March 1, 2014 minutes, which were approved via email. Vice President Garner moved to ratify the approval of the minutes. Motion passed unanimously.

President Cotter passed out the RRCA Conflict of Interest policy and disclosure forms for all board of directors to complete and return.

President Cotter led a discussion to review the RRCA reimbursement policy, which had not been reviewed by the Board since 2007. Discussion was had concerning the reimbursement of or expensing of costs for alcohol for RRCA related functions and meals for board and staff. Following discussion, there was consensus that the purchase of alcohol for RRCA related functions and meals is a reasonable reimbursable expense. Treasurer Edwards moved to amend the RRCA Reimbursement Policy to include a new section, which states:

ALCOHOL REIMBURSEMENT POLICY:

The RRCA recognizes there are legitimate times when employees and board members during the course of official RRCA duties, may be reimbursed for the purchase of alcohol. Employees and Board Members are encouraged to be good stewards of the RRCA's resources.

Personal consumption of alcohol beyond two drinks with a meal while at a conference, professional meeting, or other formally scheduled RRCA-related event is not reimbursable.

Alcohol consumed with a meal, including cocktails and after-dinner drinks, while entertaining RRCA guests is reimbursable, to a maximum of two drinks per person. Moderation with respect to the cost of alcohol is the guiding principle in determining what is reasonable and reimbursable

and as to the definition of what is "reasonable"; Treasurer Edwards moved to amend the reimbursement such that it is a reasonable expense for meals and entertainment

The motion passed unanimously.

President Cotter moved to amend the RRCA travel policy to include reimbursement for the cost one (1) checked bag; Motion passed unanimously.

Vice President Garner moved to amend the RRCA travel policy to include reimbursement for reasonable lodging costs incurred due to unforeseen circumstance in airline delays; Motion passed unanimously.

Treasurer Edwards moved to amend the RRCA travel policy to include reimbursement of the cost for an airline upgrade up to the cost benefit savings on luggage, meals and other normal travel reimbursements. First class upgrades are not included in this policy. Motion passed unanimously

Vice President Garner moved to amend the RRCA travel policy to substitute the word "Saturday" to "Extra" regarding the consideration of best airfares. Motion passed unanimously.

Director Reports:

Vice President Garner noted a request from a member to add a category to the RRCA Hall of Fame to recognize contributors the sport of running, which may be considered a "pioneers of running" class to the Hall of Fame. President Cotter delegated review of the request to the Hall of Fame committee.

Vice President Garner moved to ratify the selection of the 2014 RRCA Hall of Fame inductees of Anne Audain & Ken Martin. Motion passed unanimously.

Treasurer Edwards presented a review of the 1st quarter financials. Treasurer Edwards moved to ratify the email approval the 2013 audited financial statements and IRS-990 form. Motion passed unanimously.

Secretary Penzotti reviewed election procedures for the 2014 Annual Meeting of the Membership.

Regional and At-Large Director reports were received including updates on State Rep. assignments and other programmatic concerns.

Executive Director Knaack presented her 1st quarter executive director progress report.

She reviewed the Runner Friendly Community designations of Bellevue, IL, Spokane, WA, Richmond, VA, and Safe Harbor View, FL, and Rockwall, TX. She noted a concern was expressed recently by one of the committee members regarding a recommendation letter for Rockwall, TX. The concern would be reviewed following the Board meeting.

At-Large Director Richards moved to ratify the Runner Friendly Community designations, which may be amended following review of the recommendation letter for Rockwall, TX. Motion passed unanimously.

Executive Director reviewed the National Running Award Winners. Vice President Garner moved to ratify the selections of the RRCA National Running Award winners. Motion passed unanimously. The 2013 RRCA National Running Award Winners are as follows:

OUTSTANDING CLUB PRESIDENT OF THE YEAR

BONNIE SEXTON

Kalamazoo Area Runners – Mattawan, MI

BROWNING ROSS SPIRIT OF THE RRCA

LOUISE TINSLEY

Huntsville Track Club – Huntsville, AL

OUTSTANDING STATE REPRESENTATIVE

SUE BROWN-NICKERSON

Indiana State Rep

OUTSTANDING VOLUNTEER OF THE YEAR

BILL WERLING

Peachtree City Running Club – Fayetteville, GA

OUTSTANDING YOUTH PROGRAM DIRECTOR

GRACE OWEN

Lakeland Runners Club Kids Running Program – Lakeland Runners –
Lakeland, FL

ROAD RUNNERS OF THE YEAR

SHADRACK BIWOTT, Open Male

MATTIE SUVER, Open Female

KEVIN CASTILLE, Male Master

(presented by Running Times magazine)

LIBBY JAMES, Female Master

(presented by Running Times magazine)

JEFF GLASBRENNER, Challenged Athlete

Little Rock Road Runners Club – Little Rock, AR

EXCELLENCE IN COMMUNICATION AWARDS

Print Newsletter –*MILES AND MINUTES*

Editor Edward Kelleher
Richmond Road Runners Club – Richmond, VA

E-Newsletter – *OMAHA RUNNING CLUB NEWSLETTER*

Editor John Fey
Omaha Running Club – Omaha, NE

Club Writer of the Year- MARTY WILLIAMS
Second Wind Running Club – Champaign-Urbana, IL

Journalism Excellence
JOHN HUNT
Chattanooga Track Club – Chattanooga, TN

OUTSTANDING WEBSITE

BALTIMORE ROAD RUNNERS CLUB

WWW.BRRC.COM

OUTSTANDING BEGINNING RUNNING PROGRAM

SCOTT PEACOCK
San Antonio RoadRunners – San Antonio, TX

RRCA ROAD RACE OF THE YEAR

THE GREAT CRANBERRY ISLAND 50K ULTRA MARATHON
Co-race directors, Gary Allen & Mary Ropp – Crow Athletics – Bar Harbor, ME

Executive Director Knaack facilitated discussions on the selection of the 2015 National Championship bids. After discussion, the following events were selected to host the 2015 RRCA National Championship Events:

- 1 mile – to be finalized at a later date
- 5K – Hy Vee Road Races 5K (in conjunction with the RRCA Convention) – Des Moines, IA
- 10k – Marine Corps Marathon 10k – Arlington, VA
- 10 mile – Presidio 10 – San Francisco, CA
- Half Marathon - Parkersburg News & Sentinel Half Marathon – Parkersburg, WV
- Marathon – Mississippi Blues Marathon – Jackson, MS
- Ultra – Nashville Ultra Marathon – Nashville, TN

Eastern Director Grandonico moved to accept the recommended 2015 RRCA National Championship Event Series hosts. Motion passed unanimously.

President Cotter facilitated discussions on a request to add additional State Reps in certain areas of the country. No board actions were taken. Discussion was held on the process for replacing State Reps, and an operating document was shared with the Board outlining updated operating procedures.

An overview was provided on the 2014 RRCA Convention.

Meeting adjourned at 3:30pm

May 1, 2014 Minutes of the Board of Directors Meeting

President Cotter called meeting to order at 9:07 AM, May 1, 2014. A quorum was confirmed to be present.

Convention bids were presented by New Orleans, LA, Detroit, MI and Dallas, TX.

After the presentations, the Board along with Executive Director Knaack went into closed session.

The results of the closed session were the decision to select RRCA Convention locations for 2016 in Dallas, TX and 2017 in Detroit, MI.

At 12:15pm, Treasurer Edwards moved to adjourn the RRCA Board of Directors meeting. Motion passed unanimously.

Respectfully Submitted by Bailey Penzotti, Secretary.