

Road Runners Club of America
Minutes of the Board of Directors' Meeting
July 14, 2021
Location: via Zoom

President George Rehmet welcomed everyone and called the meeting to order at 7:02 PM EDT.

Attendants:

George Rehmet: President
Lisa Rippe: Vice President
Barb Jewell: Treasurer
Betsy Boudreaux: Secretary, Southern Region Director
Blaine Moore: Eastern Region Director
Sue Brown-Nickerson: Central Region Director
Stephen Wright: Western Region Director
Samantha Collmar: At-Large Board Member
Lionel Adams: At-Large Board Member
Jean Knaack: CEO

The following items were approved:

- Minutes approved via email for the April board meeting. Director Rippe moved to approve. Passed unanimously.
- President Rehmet recommended appointing Director Collmar as Performance Review Committee Chairperson. Treasurer Jewell moved to approved. Motion Passed with Director Collmar abstaining.

Overview of Board Development Committee Meeting:

- President Rehmet presented a motion to appoint Stephanie Davies, at the recommendation of the Board Development Committee members, to the new At-Large Director position created with the 2021 Bylaw updates. Director Brown-Nickerson moved to approve. Passed unanimously.
- CEO Knaack advised that meeting notes from BDC are in DropBox for review.

Finance Committee Report:

- Following discussion related to email communications about the Bill.com account, At the recommendation of CEO Knaack, Director Rippe moved to approve that all payments going out of Bill.com over \$10,000 will require two approvals which will be completed by Treasurer Jewell and CEO Knaack. Passed unanimously. The existing policy for co-signatures on hard copy checks over \$10,000, excluding insurance and music license payments, remains in place.
- CEO discussed Q1 finances. Notes to the Finance Committee meeting are in DropBox for review. It was noted the membership dues are trending below the projected decline for the year. However, it is still a little early to determine if the budgeted target will be lower, as move events are being organized in 3rd and 4th quarter months.

Strategic Plan Review:

- The draft *2021 – 2025 Strategic Plan*, which was shared in advance via email for comment was discussed in detail. Based on feedback, a revised draft will be circulated via email to the Board outlining updated RRCA values and strategies for approval either by email or at the October meeting.
- The topic of growth was discussed. It is an item that will likely be addressed as part of the annual planning process in support of the strategic plan.

Executive Director report:

- CEO Knaack noted the new AMS/CMS projects have dominated staff time since April, but she was happy to share the new version of RRCA.org. Board was given brief overview of content. RRCA staff continue to work on final operational issues with the AMS that will hopefully be finalized by July 22.
- CEO Knaack outlined the launch of the sponsorships with of Zespri SunGold Kiwi fruit & Runderwear had occurred. A new sponsor is being finalized.
- CEO Knaack report on the coaching instructor search process. Seven candidates will be interviewed the week of July 19 with the goal to finalize the process in mid/late August.
- CEO Knaack outlined a request for funding by NBMA for a documentary project on Black Female Marathoners. Given the financial position of the organization and lower than expected membership dues income and program contributions, it was agreed following discussion that all outside funding requests will be tabled until the October Board Meeting.

Next Meeting: October 23, 2021 in San Diego, CA. Additional details will be provided to the Board via email.

Having no further business, Director Brown-Nicholson moved to end the meeting. Passed unanimously.

Meeting adjourned at 8:05 PM EDT