

FALMOUTH TRACK CLUB

Board of Directors Meeting October 12, 2017

Meeting convened at the Falmouth Track Club office on 10/12/2017 at 6:30 pm

Members Present: Courtney Bird, Julie Waite, Helen Kennedy, Jen McKay, Paul DiAngelis, Ken Gartner, Jessica Whritenour, Jack Carroll, Kevin Leach, Brian Bourque, Creig Muscato and Sari Budrow – **Guest Present:** Wendy Carroll

1. **Call to Order:** Courtney called the meeting to order at 6:35 pm (quorum present)
2. **Approval of Minutes:** Minutes approved (J.Mc motioned / J.W. seconded – all in favor with 1 abstention)
3. **President's Report-** Courtney Bird – Nothing new to report
4. **Vice President Report** – Jack Carroll – No report
5. **Treasurer's Report:** Jessica Whritenour – Handed out Financial Statements (submitted to file) – includes reclassification. Overall budget shows expectations of this year. Board discussed

Cape Cod Marathon – Total YTD \$185k – Expenses \$98,278.

Reviewed Balance Sheet for Club of 9/30/17

Informed Board of final stages with monies transfer to Cape Cod 5 (keeping small amount in Santander for outstanding checks)

P & L Statement reviewed – explained CCTrail \$2500 does not show as it would be a duplication

Reviewed membership projection of \$6,000 for upcoming year – discussed outstanding dues vs. number of members.

Courtney Bird suggested item line for miscellaneous donations – Jessica suggested account #502 for the miscellaneous donations. Jessica suggested formula to determine true event/activity profit.

6. **Old Business** (taken out of order): Russ Pelletier – Russ explained concern with Facebook account and deletions by individuals. He noted that the page is for running community; other clubs post events on the page as well. Administrative role was given to someone who has deleted certain posts – Board members have been removed as administrator of page leaving only Russ to administer. He suggests two other Board members be appointed as administrators – possibly President and one other – Russ will turn over to Leslie and suggested a policy by the Board for administering the Facebook page of the Club.

Return to Treasurer's Report – Jessica reviewed Overhead formula that Judy Demario worked up. Jessica discussed formula and general guideline for the formula (submitted to the record 'Formula thoughts – possible guideline for budgeting formula'). The Board discussed caution on hard policy as use for guideline – possibly use for 2018.

Board discussed separate percentages for certain events – or across the board percentages.

Jack Carroll suggested use as a tool for this year and see how it works – use as indicator. Consensus of the Board was to use as a tool for coming year.

Jessica reviewed Policy & Guidelines for reserves: 1) New info is shown with two new sentences (Highlighted see “Draft Oct 12 submitted); and 2) ‘Additional ideas for long-term financial..’.

Board discussed line items for scholarship and grants vs. operating surplus. Jessica suggested anything above and beyond should go into Board reserves for disbursement – budget reserve and operating surplus above – club can use to give grants/donations/scholarship to further Board’s mission. Jessica discussed mapping tool for tracking assets.

Board discussed adopting the updated ‘policy’. Jack Carroll made a motion to accept ‘FTC Description of Accounts and Operating Practices’ submitted as *Draft October 12*. Paul DiAngelis seconded the motion. Motion carried unanimously. (Jessica will send original for President’s signature.)

7. Board Reports:

- Membership: Jill Polvinen – Jell sent an e-mail to Board with info – submitted to file – She stated she is looking forward to signing up members at CCM and will start membership renewal in December.
- Web-site: Julie Waite – CC Expo URL is up for renewal – Domain name \$30.00/2 years – can be used for all events. Board consensus is to keep domain.
- CCTR: Julie Waite – Pre-race dinner to be held at Falmouth Congregational Church; Nina Geatrakas is the volunteer coordinator; Meeting on 10/19 to decide charitable organizations to support with the 2018 race – decide on color of long-sleeve shirt and type of hat to give to runners; and Registration opens Friday 10/20/2017.
- Seagull 6: No report
- Wednesday Night Track Workout: Lindsay Benson – sent an e-mail submitted to file – She stated some drop off after Falmouth Road Race, things getting back on track; has two families joining; and comments from individuals saying although they can’t attend they enjoy receiving the weekly workout e-mail for their home routine.
- Main Street Mile: Brian Bourque – All went well. Numbers were low, good raffle. Next year we will get numbers up!
- Cape Cod Marathon: Helen Kennedy – As of 10/12 642 marathoners, 1,511 ½ marathoners, relay at 162 teams, chowdah challenge at 79. Helen handed out report and reviewed as of today \$205,145 receipts. She noted that sponsorship goal was \$30k but now up to \$42,138 as of 10/12. Reviewed goal for raffle at \$2,000 – tickets at \$1, \$3, etc. – also have two roundtrip tickets to Nantucket and signed Bruins jersey (raffle). She discussed goal to get community and kids involved; handed out photo re: ‘kindness rocks’ that will be in locations along the marathon route; East Falmouth school art teacher will create banner to put in front of school with kids out there with cow bells to urge runners on; there will be a photo booth station with cutouts for photo options; a ventriloquist (Harold Crocker – Butch) will be mascot of CCM; crane will fly flag at beach; and creating an idea ‘cheers zone’ at dump location to encourage runners w/disc jockey and high school students with signs. Helen also noted there will be a yoga stretching on the green ½ hour before start time.
- Friday Night Five: - Ken Gartner – all is going well.
- Youth Track/X country: Ken Gartner – Going well, younger kids are running faster – middle school run 2 Wrentham and a week later @ Mayor’s Cup. Discussed 1 team vs. 2 youth teams. Want to make sure all are registered.
- Youth Running Group: Jim Preisig – sent e-mail submitted to file – he stated the main activity this period has been the ramping up of the recess running program at Morse Pond. The faculty report that the students are engaged and participation levels are good.
- Race Timing: Courtney Bird – Reviewed Wellfleet 5k at Oysterfest and the Jingle Jog in December.
- Members at Large: Paul DiAngelis/Steve Morris – Paul: have come up with series of races to get members to go to. Asked for input for setup. He reviewed CCAC ‘Grand Prix’. Race

reimbursement: @ \$300 budgeted \$3,000. Steve Morris submitted e-mail to file – He stated they have 3 full teams ready to run; the relay is doing well as far as sign ups; around 150 teams; have captains for all stops but could use more volunteers who will receive a sweatshirt.

- Special Events: Jen McKay – Nothing to report.

Old Business Continued:

- Club Newsletter: Tabled to future meeting
- Facebook Page – discussion continued from above (Russ Pelletier left meeting). Discussed club taking over control of Facebook for Russ. Board will put together goals and guidelines to properly manage page. Will appoint administrators’ after goals and guidelines established.

Jack Carroll noted that Lindsay indicated an interest in assisting with Facebook.

Ken Gartner suggested deleting advertisements – appears to be all clubs.

Board discussed need for guidelines; issues with deletions unauthorized. Jack C. suggested contacting Lindsay. Paul D. volunteered as well and Ken G. for sub-committee to create guidelines.

Helen Kennedy reminded Board that FTC is the host club and to please keep a positive air about FTC. Don’t forget the 10/28 celebration at 5:30 pm at Flynn’s Bar 3.

Tabled Supplemental Budget Appropriation and Consideration of a Donation for ALS until next meeting.

Meeting adjourned at 8:09 pm.

Next Meeting to be held on November 14, 2017 - 6:30 PM at Falmouth Track Club Office.

Respectfully Submitted,
Sari Budrow, FTC Secretary

Approved by Board of Directors: _____ Date: _____