

F a l m o u t h T r a c k C l u b
Board of Directors Meeting
February 1, 2018

BOARD: Matt Auger, Glenn Pokracka, Jack Carroll, Julie Waite, Courtney Bird, Jim Preisig, Scott Ghelfi, Jack Afarian, Lindsey Mahoney

Call to order: 6:05

1. Presidents Introduction: Spoke about survey. Has spoken to most BOD and members one on one. Wants to move forward, in a positive way. If anything needs to be addressed, please bring it to Matt's attention.

2. Board Member Comments: Jack A.: Biggest challenge is maintaining organization and the direction of the sub committees. Wants to keep decisions done by consensus. In general, keep moving forward.

3. Cape Cod Marathon Report: Jack reporting (Race Director): Gave loyalty period stats (avail as needed).

*Merchandise is on website.

*Permit meeting went well. Issues with start time, which was tabled. Courtney will speak to Joe O.

*Working with Leslie is going well. Has met with most committee members.

*Working on job descriptions with detailed tasks. Developing 12 mo. timeline and checklist. Also working on accumulating information for an Ops manual (some people have done their own).

*Participation goals: New runners...ad in Boston Mag and New England Runner (4th addition), Chamber of Commerce, and Enterprise. Social Media is active.

*Participant Experience: Relay: Draft of plan, with some changes.

*Hand delivered check to the winner of the Half. Winner will come back.

*Volunteers: Janet via Jack: working on volunteer database and how to better track volunteers. Looking for ways to have better accountability for hoodies.

*Community Relations: Via Chamber meetings, sponsorships, more of a presence in the community, mile markers and certificates for small business sponsorships.

*Environment: Spoke with Allen Robinson, environmental director. Going to start small with composting.

*Start/Finish line: Concerned about Jack C. not being there.

4. Marathon Director Contract: Glenn discussed why it needs to be reviewed legally. The concerns are over the wording of employee at will and contract employee. If there is a misclassification, there are financial consequences (41.5% of pay). Courtney suggested a couple of paragraphs to addendum. Jack C. stated that it is up to the BOD AND the CCM race director to open contract and amend. There are no suggested changes to the principals. It is suggested to have it reviewed (at a low cost) and bring back to next meeting.

5. Oversight Committee Guidelines: Jack C. went over history of committee. It was recommended to change “supervise” to “advise”. Courtney talked about the role; should be an advisory resource, not to dictate. The board should take recommendations of oversight committee.

*Changes: See form (Matt)

*Jack C. motioned to approve changes, Jim seconded, all in agreement.

6. Mission Statement: We have no mission statement. A bylaw committee will be established to create mission statement.

7. Membership statement: Scott Ghelfi: There is no budget for membership.

*To increase membership: need database.

*Responsibilities of membership: review with Leslie and Courtney.

*Ideas:

Change renewal date to May 1; start of spring season, good time to recruit new members (current members would have a grace period through May 2019).

Send 2 reminder emails for renewal. Develop/design membership cards (shows ownership).

New members receive t-shirt (everyone receives one year one). Year 5 receive shirt, year 10 receive jacket.

Discounts: Ideas...20% off at Marathon Sports and Olympia Sports, ask local business for discounts and specials i.e. free app at Liams.

*Is it possible to use Leslie as admin help? I.E. sending emails, taking care of payments.

*Membership DOES update email database.

*Ok'd to spend ~\$1 per membership card.

*Julie to work on designing a new logo.

8. Sub-Committees

a. Budget: will consist of the executive board members

b. Club Administrator Search: Members include Jack A., Matt, Julie, and Courtney. They will develop a clearly defined job description, a line by line task list, resolve the space issue, all while looking for someone who is passionate about the club to fill the club administrator position.

c. Bylaws: Members are Jim and Jack C. They will also be working on a mission statement.

d. Membership Survey: Members are Scott and Lindsey.

e. Club Promotion: Members are Scott, Lindsey M., and Lindsay B. (?)

Ideas: “Craigslist” of runners looking for running partners.

Create a resource for running in town.

Misc:

*When to schedule meetings. Tuesday was mentioned as best day.

*Grants: Julie asked for help. Matt and Jack C. volunteered to help her. They will work on criteria.

Adjourn at 7:22.