

## TCTC Board meeting minutes for December 4, 2008

**Present:** Karen Wells, Daniel Siderman, Arianne Peterson, Jason Whittaker, Therese Schaub, John Kostrzewa, Bryan Burns, Jane Miller, Dave Taylor, Dan Zemper, and Bob Otwell

### New Business:

1. *Dan Zemper – kids running programs:* Dan, the boys cross country coach at West Senior High, brought a proposal for the board to consider expanding TCTC's current offerings. This included a multi faceted expansion allowing for a performance standard, competitive team aspect. This would also include expanded competitive events and a mentor program that Dan has been very passionate about for years and feels he is in a place where it could come to fruition over the next 2-3 years. Dan is interested in being the race director, coach and organizer for these events and activities, but can not do so as he is still coaching at West. His proposal included availability of coaching and guidance to club members, expanded competitive offerings, a club system that can fit the needs of more people in the community, and would increase interest and involvement. The board supported this idea and asked Dan to form a subcommittee. Jason and Bryan agreed to be part of this committee. Dan will also choose members of the community to also join. They will begin looking at events and such to get things up and going.
2. *TART Donations – Bob Otwell and Dave Taylor:* Bob and Dave presented a financial request to the board for help on the West Side project of the TART trail, a 10 mile loop. The amount that was requested was \$6000 for this year, with the understanding that they would come back and request another \$6000 for next year. This would allow work to begin on this portion of the trail. The work scope would include: 1. researching the best alignment for the trail and map the alignment, 2. Determine property ownership and select the appropriate volunteers to meet with property owners to discuss a trail easement (for preserving the right of way), 3. Meet with city and township officials to discuss trail progress, 4. Determine any special design requirements such as wetlands or streams that will require wooden boardwalk sections, or steep slope areas, and 5. Work with volunteers to clear and open sections of the trail as easements become available. As mentioned, this is anticipated to be a 2 year effort with a total cost of \$12,000, donated from the TCTC. Jane motioned that we support the request of \$6000 for this year, and Arianne seconded the motion. Arianne will work with Bob to get a check cut.
3. *Winter speaker – Dave:* Dave updated that the winter speaker series is going on its 12<sup>th</sup> year. It is typically held the night before the frozen foot race, the 3<sup>rd</sup> weekend in January and also is the kick-off for the Bayshore in training. Dave has contacted a number of speakers, including the Penguin, David McGillivray, director of the Boston Marathon, Deena Kastor, Nancy Clark, Jack Daniels and Meb. These all either had conflicts with that weekend, he hadn't been able to reach, or were asking \$7000-\$8000 to speak. We typically have paid between \$500 to \$3000 per speaker over the years. Dave will continue to look for a speaker, but proposed either Ed Eyestone or Jack Daniels.

## Old Business:

4. *Bayshore update – Bryan:* Registration opened on December 1. It is filling fast. Bryan showed us the registration card that has been made into just a card for this year. Eventually the plan is to go to all on-line registration except for “day-of” registers. Bryan will be scheduling a race committee meeting after the first of the year. Also, the book “Marathon and Beyond” is featuring the Bayshore event this year.
5. *TCTC involvement with Non-TCTC events – Karen:* The clock is in and is being stored at Running Fit. The Turkey Trot had 420 people participate, well over what they had anticipated.
  - a. microchips: Discussed whether or not the TCTC should purchase a chip system. Running Fit in Ann Arbor bought the system this past year and offered to do the Bayshore this year. They will charge ½ of what we were paying Classic Race Management (\$18,000).
  - b. Policy for inclusion under RRCA: TCTC is not to include just any race under our insurance, unless we have history. Perhaps the Turkey Trot will qualify for this next year.
6. *Board member sub-titles and job descriptions – Karen:*
  - a. Communications: Jason serves this role, discussed having email spits from the website for events or letters etc. monthly newsletter with any info that we want to provide, not lengthy, just informational. Jason will work on the structure of this and show the board.
  - b. Remembrance Run: Jason will help Karen to develop it’s own website. A request for up to \$1000 was asked by Karen for Jason to work on this, just as he does for the TCTC website. There was a motion for \$900 by John and this was seconded by Arianne.
  - c. Two non-board, assistant to Bayshore: Daniel and Bryan receive ½ of their salary now and ½ after the race.
  - d. Registrations/Mailing lists manager: Jim currently receives \$2500 to manage the Bayshore. The proposal was to increase Jim’s stipend to \$3500 and have Jim manage Bayshore, Jingle Bell Run and Remembrance Run. Therese motioned the increase to \$3500 and John seconded.
7. *Membership – Jane:* Jane recommended to the board in regards to membership that a calendar year membership cycle be implemented. That a membership coordinator send email/renewal invitation to current members. That a communication process for handling new and renewal memberships be established. That a membership coordinator lead development of member card process. That a membership coordinator determine cost of mailings and report to the board. Jane will also be looking into costs for membership cards through Flightpath, here in town.
8. *Treasurers report – Arianne:* Currently the budget reflects \$86,734.89 as of today. Arianne made a proposal for the TCTC to get a debit card. She will look in to this and talk with the TCTC accountant. We also discussed categorizing the accounts and giving each category a budget. Then also having a general account to pull requests out of and develop an accounting calendar. There was some

discussion about reimbursing the treasurer due to the time it takes to implement this position. Also, Arianne is interested in taking a Quickbooks class through the college. Karen motioned this and Therese seconded. Arianne will look in to this.

9. *Secretary* – Therese: Noted that any financial requests that are made via email between meetings should also be reflected in the quarterly board meeting minutes. These will be printed out as they arise and saved to add to the minutes.

Meeting adjourned: 9:40 PM

Respectfully submitted: TMH-S

12-12-08