

INDY RUNNERS

Board Meeting – September 14, 2009, 6:00 p.m.
Meeting Minutes

Present: Todd, Wanda, Aaron, Brian S, Byron, Chad, Jessica, John

Not Present: Bethany, Libby, Ivey, Jeff, Rick, Terry, Tom, Will

I. Old Business / Updates:

- **Retreat Minutes:** Wanda
 - Please review them before they are approved. Lots of discussion and decisions and they need to be accurate.
 - **Assignment** – Wanda to send out minutes to board members for review.
- **Groundhog 7:** Todd
 - Mark Doctor has the IR software on his PC and the IR printer. He may also have some tables and coolers. Discussion about the software and how old it may be. It might be in the club's best interest to look into new software or writing our own spreadsheet to do scoring.
 - **Assignment** – Todd will email Mark and see about getting these items returned.
- **Sam Costa:**
 - **Course certification** - Discussion about course certification; what is current status; exactly who can do the certification. Jessica will contact USATF.org and take charge of the certification process in Terry's absence.
 - **Assignment** – Wanda will create a project spreadsheet (copied from a sailing regatta spreadsheet) to help manage this event (like a project manager).
 - **Terry's role** – Terry is the 'face of the Costa,' the emcee, logo design, and maybe handle marketing. Needs further exploration.
 - **Volunteers** – Jessica will be in charge of volunteers. She will contact last year's volunteers and report back on the status.
- **Fishers running group:** Todd
 - **IR membership** – The group gets a one year free membership, but they do need to fill out the membership form and sign the waiver for insurance coverage. They are currently getting free stuff like Gatorade so they may not need for IR to supply them with drinks and snacks for their runs. Bob seems hesitant to present this to his group so they can get club benefits.
 - **Assignment** – Todd will follow up with Bob, maybe run with his group, and find out what's going on.
- **Apparel:** Todd
 - Nothing to report this month. Todd will take over the club apparel from Tom (Tom's wife just had a baby they will be busy). Todd will continue to get the merchandise into the sponsors stores. Tom can just be in charge of the Butler ticket taking.
- **Sponsors:** Todd
 - **Payment** – Gray Goat Sports and Athlete's Foot have not paid. He will contact them to see if they intend to continue as a sponsor or they will be dropped.
- **Sports analysis:** Todd
 - Todd and Brian S met with folks from St. Vincent. IR will probably not get a discount on the 60 minute, \$99 consult because St. Vincent partners with lots of groups and schools.
 - The free consultation they do at The Running Company is going well. They sign up in advance and continue to wait in line. IR could offer a 15 minute consult once or twice a month. Need to do an advance sign up through Rick.
- **30th Indy Runners Club Anniversary Party:** Jessica
 - Event date is TBD. Club incorporation date is Oct. 6, 1978, so it's actually the 31st anniversary, but will tell attendees that night. The 'Upper Room' in Broad Ripple has been reserved. Time would be like 6:30 – 9:30 for IR stuff, then the DJ starts and the whole club is opened up
 - Jessica would like to have a meeting on the 22nd with Todd, Byron, Kevin Garvinger (?), John and maybe Wanda to go over some details.
 - Invitations will be sent by evite to Jessica and make it go to the IR account.
 - Specifics:
 - Door prizes – idea is to put prizes out on a table with a ticket attached, when people come in the door they get a ticket, sometime during the evening they check the table to see if they won a prize (won't take up a lot of time during the evening); prizes could be IR shirts, free training program entry, Indy Racers shirts; there should be a special door prize like an embroidered fleece jacket; sponsors could donate items, **assignment** – Todd check with sponsors

- Games – maybe post pictures of people and / or locations and people have to id them; songs with running type lyrics and id those; discussion of other games
 - Budget – estimated at about \$2,000, with \$1,500 going for food, no alcohol, Michelob Ultra could donate a keg, **assignment** - Aaron will verify; Kevin G will talk to club historian and get list of past officers, founding members, volunteers, etc.
 - Decorations and music – discussion but no decisions
 - Committees – for check in / reservations, door prizes, games / music, decorations, and host a shoe donation
 - There will be a club vote at the next IR board meeting, but for now there is preliminary approval for Jessica to proceed, **assignment** – Todd will send out email to rest of board members.
- **Training Program:** Chad
 - Mailing List – emailed Don Carr, he has an Excel spreadsheet (a names list) with about 3,000 people, these seem to be only people that do his organized races; Ken Long has a list of about 19,000 people; **assignment** – Todd will talk to Marty about getting his list; what about Butler participants, was about 1,000 in 1978
 - Pacers – Byron has nearly all positions filled; 8:00, 9:00, and 15:00 min/mi positions still open; the 8:30 – 10:00 groups have the most participants; discussion about the 15 min/mi group leaving early, ask the group if they would be upset about starting at the same time as the others, and discussion about them taking a different route, they should be able to start after the runners on the shorter distances, need to check into different routes, **assignment** – Chad and Brian S will get maps for different routes; Todd reported that there will be no changes with the Butler situation and our training program; IR should provide a special jacket for pacers, **assignment** – Todd will follow up with Marty on this, should spend about \$100 per pacer for 2010, maybe a jacket and a special shirt, vote – passed
 - Sponsors – Todd said sponsorships are due by Sept. 20th, the fiscal year should start in Oct 1 so the money could be used for the training program and get the right sponsors for training program booklet, **assignment** – Todd change the sponsor form and have due date to be Oct. 15th
 - Booklet – most people gave Jeff stuff already, mostly the same as last year; assignment – John will distribute booklet / forms to local businesses; assignment – Todd will email Amber why we are using Jeff this year instead of her (she did a great job last year)
 - Website – needs to be updated with current info
 - Seminars – the list is due on Nov. 30th, Ivey is in charge; the first ones could be Dr. Helms, Athletic Annex, Runners Forum, and Heather Fink (nutritionist) from NIFS
 - Merchandise – Todd will handle it this year
 - Packet Pickup - Libby will get the cash necessary; Jan. 5 is packet stuffing, Jan. 12 is Packet Pick Up, Jan. 19 is first training night; **assignment** – Jeff will get the credit card sized pace cards to put the packets (Todd will let Jeff know)
 - Program cost – need to verify the cost of the program and get the info to Chad
 - Cancellation policy – we really need a specific policy that participants can count on; if it's cancelled it automatically moves to Thursday but pacers are not guaranteed; maybe by a specific time we can send a mass email and post on the website if the decision is to cancel; maybe use the colored flag system like what's used in the race, green is go, red is warning, yellow is possible cancellation and run at your own risk, black is cancelled; **assignment** – Jeff will put together some 'canned' email messages and Chad would then be able to so a mass email and website posting
- **Treasurers Report:** Libby
 - See email – she is changing jobs and currently using her company software; would like to purchase Quick Books to put on her personal PC, regular is \$99 and professional is \$199; discussion on her going ahead and purchasing a copy so we (the club) has all the serial numbers and such, **was there a vote / decision?** She won't be able to do the club's taxes but has asked what will be her prior employer/co-worker if they would be willing to do them
 - Current bank balance is about \$30,000 in the bank
- **Membership:** Rick (via email)
 - Membership is at 841 members; some are still coming in from the fall training program; we have a 59% retention from last year
 - Discussion on if a person joins late, like September, they pay for Sept – Dec and they should also get next year; **assignment** – Rick should put together some stats about when people join and if they should pay the full price in the fall but also get the next year included

II. New Business / Open Discussion

- **Eblast list:** Does this list contain only IR club members or is this the huge email list? Does Jeff already have a 'club member only' list?

- **River to River:** Jessica – **assignment** – send email to past participants to get team captains
- **Constant Contact:** Rick and Todd have exchanged emails and Rick wants to get more involved with Constant Contact for doing mass mailings
- **Indianapolis Marathon Expo:** This is all day on Friday! Could Libby or Ivey do it? **Assignment** – find the club display boards, does Rick have them, are they in the storage unit? Any leftover training programs should be taken to the expo
- **Butler ticket taking:** Tom will handle this again this year, he has a pretty good system going
- **Monumental Marathon:** Aaron – IR members get a discount, he will be able to provide them with a list of club members names
- **RRCA:** need to turn in roster to get past membership count, **assignment** – Todd will contact them
- **Indy Racers:** Aaron is getting lots of emails about people wanting info on the Racers so this program is really taking off and doing well
- **Fall Charity:** short discussion about needing to do a charity event (put on next months agenda)

Meeting adjourned at 8:25 pm

Next meeting date set for October 12 at 6:00 pm at TBD

Submitted by:

Wanda Black

Secretary, Indy Runners

9/22/2009