

SPACE COAST RUNNERS
MINUTES OF AUGUST 19, 2019 BOARD MEETING
Merritt Island ProHealth 7:00pm

Board Members / Officers Present: Bob Rall, Debbie Wells, Stephen Bernstein, Jessica Frank, Elisha Gould, Caeley Looney, Charles Parker

Director of Operations: Brittany Streufert

Board Members / Officers Absent: Lindsey Sodemann

Guests: Nancy Foresteire, Carol Ball

Representatives from Brevard Co. Special Olympics: Jason Hart, Matthew Ruley (and mom)

Representatives from Power of Pizza Charities: Mike Acosta & Joey Pepperoni

I. Meeting Call to Order: 7:04pm by Debbie Wells

II. Review & Approval of the Minutes: MSP Bob/Charles to accept July minutes.

III. Guests Speakers:

- a. Matt (VP of Athlete Input of Brevard Special Olympics) presented a thank you to SCR & Power of Pizza for the continued support of their organization, as well as a statement welcoming more club involvement as mentors and coaches.
- b. Mike (Power of Pizza) & Joey Pepperoni presented Matt & Jason with a \$1,000 check.
- c. Jason asked for SCR/Power of Pizza to consider opening more volunteering positions to Brevard Special Olympics athletes at Eat My Crust.

IV. Resignations and Board Members: Discuss recent resignation events, and consult club by-laws on how to proceed.

- a. Shelley Williams (President) submitted resignation on 8/18/19, Heather Felix (Secretary) submitted resignation on 8/17/19, Mary Hawes (Board Member) submitted resignation on 8/19/19. As written the by-laws, all resignations were accepted upon receipt.
- b. Debbie Wells (Vice-President) did elect to take the option to step into the President's role per the by-laws. MSP Charles/Stephen, vote: for (7), non-opposed, motion passed.
- c. Secretary position was deemed available and necessary to be filled; the call to action was given to the current board. Elisha volunteered for the position. MSP Charles/Bob, vote: for (7), non-opposed, motion passed.
- d. Vice President position was discussed as not necessary per by-laws, but ideally should be filled. Caeley expressed interest, and the position duties were discussed. Final decision pending until September meeting.

V. Review and Approval of Treasury Report: Bob prepared "Profit & Loss" Statement (January – July 2019) and "Budget vs. Actuals" (January – July 2019) Statement. MSP Stephen/Charles to accept. **P&L YTD = Gross Profit: \$67,117.80 / \$68,467.86 (NET Income: -\$683.15)**

- a. Bob has completed the transition from Quicken to Quick Books, so statements and forms are a little different. He made a few changes in how things are tracked to be more logical,

for example Brittany's shirt sales: the shirts are now considered an asset. Added a section for "Member Care & Support".

- b. Debbie asked that the "Budget vs. Actuals" report be presented in a monthly format versus YTD. And that the reports are emailed to board members by Friday prior to board meeting date, for meeting preparedness.
- c. Bob closed Bank of America account and transitioned to Sunrise. \$29 fee was incurred due to balance dropping before account was fully closed, no further expenses.
- d. Will be using debit cards for purchases until another system is determined. Carol mentioned that credit cards are a better option, if possible. Bob, Brittany (and formerly Shelley) have debit cards. Bob will start the process to remove Shelley and add Debbie, which also includes filing Debbie's signature with the state.

VI. Reporting

- a. **Membership** – Brittany emailed the report prior to the meeting. There was a glitch in the Driven software last month that messed up the membership count. Brittany has contacted them and it is being fixed, she will notify us once the corrections have been made. The current report count is ~10 plus or minus at this point. **Membership as of 8/19/19 = 924.**
- b. **Race Results** – Bob – no races to report.
 - i. Nancy presented on Battle of Brevard Fun Run. Was overall a success, numbers were down to 216 (from 255 in 2018) due to weather issues. Cost: \$112.50 park permit, \$300 bomb pops, \$300 Viera Pizza, and new blue ribbons. NOTE to contact Chris Bonanno of Space Coast Daily before event next year, as he will advertise (chrisbonanno16@gmail.com).
- c. **Product Sales** – Brittany stated no sales in past 30 days due to no events. Board decided against sales at Battle of Brevard.
- d. **Online Store** – Brittany reported that the online shop is linked, but isn't live yet due to needing product photos, she will be working on them in next two weeks. Still projected to be live by August 31, 2019.

VII. Unfinished Business

- a. **Results Plan for races under construction** – Brittany gave status update that redesign has been completed and results are ready to load once Island Time is completed (or should be, pending no hiccups).
- b. **Review of Articles of Incorporation** – handed out to Board Members, everyone is to review for September meeting.
- c. **2018-2019 SCR Racing Team membership reimbursements** – tabled from the July 2019 meeting with notation to decide prior to Island Time.
 - i. Motion Bob/Elisha: That we don't do anything. No reimbursement for last year due to it not being published anywhere. Vote: for (2), opposed (5), didn't pass.
 - ii. MSP Charles/Stephen: 2018-2019 SCR Racing Team members that A) fulfilled the team obligations, and B) recorded them in the SCR volunteer tracking system be reimbursed for the next year's membership fees. Vote: for (7), non-opposed, motion passed.

- iii. MSP Stephen/Jessica: 2019-2020 SCR Racing Team members next year's membership fees be paid if A) fulfill team obligations, and B) record them as instructed. Vote: for (7), non-opposed, motion passed.
 - iv. Team Captains are to make this subject and the required actions completely clear to the current SCR Racing Team.
- d. **Sheepdog Marathon Training program** – Debbie will reach out to see if there is anything the club needs to pursue.

VIII. New Business

- a. **Celebration Night** – presented by Nancy, that a location (if just the old Cocoa Village location for backup) should be reserved ASAP.
- b. **Committee Updates** – Caeley asked that the club create a monthly “Rhythm” calendar so board/members can see when all the meetings are. Brittany and Caeley will work on it.
 - i. Strategic Planning – Caeley volunteered for committee Lead. Debbie will pull the previous committee documentation and help determine what needs to stay in the plan and be pursued.
 - ii. Marketing and Communications Committee
 - 1. *Website* – race reporting underway. Blog updates suggested by Caeley, will resend ideas to board members (was previously sent to Shelley w/Brittany copied).
 - 2. *Social Media* – nothing new to report.
 - 3. *Newsletter* – Brittany has an upcoming newsletter to be sent within the week. Will include links to volunteering opportunities: marathon medal unwrapping, marathon packet pick-up at Running Zone the week of Thanksgiving, and Pizza tent at Space Coast Marathon event.
 - 4. *Swag* – Brittany will order:
 - a. Performance hats in white w/royal blue accents, min qty 75
 - b. Singlet's - A4 brand in white w/three color imprint
 - iii. Community Engagement
 - 1. *High School Scholarship* – need a meeting with Marisa – rework the process – Bob, nothing new on this but will continue to reach out.
 - 2. *Racing Team Update* – Stephen
 - a. Island Time dry run went well, and will be having a Turtle Krawl dry run on 9/9/19 with breakfast to follow.
 - b. Debbie asked that Team Captains (Jodi Noe & Stephen Bernstein) keep up with getting volunteers to man the tent at races/figure out who keeps the tent materials (previously Heather). Steve Noe was mentioned that he is always willing to volunteer, but that we should make the point of asking.
 - 3. *Club/Partner Events* – Brittany
 - a. Children's Hunger project – Thurs Sep 19, volunteer link is active.
 - b. Brittany to create a SCR travel event for Clay Loop 15K on FB page. Race price increase is 9/1/19. Debbie has set up a Space Coast Runners team.

4. *Group Runs/Sunday Runs Fun Runs & Travel Plan* – Debbie organizing Clermont Clay Loop 15K, car pool and breakfast afterwards.
 5. *Coaching* - No update at this time.
 6. *Volunteer Coordinator* – (previously Heather) – Board will coordinate another plan, define the role of Volunteer Coordinator, and then fill the position if applicable.
 7. *Hall of Fame/Golden Shoe Task force* – No action at this time.
- iv. **Race Committee** – Charles volunteered for committee Lead, Brittany will advise him and get him going in the new role.
1. *ROY Series* – It's time to start the committee – selection by January, Board Vote by March.
 2. *Power of Pizza* – Brittany – (Eye of the Dragon, Space Coast Classic) Brittany & Mike will discuss next month if they are willing to continue with a new contract & will let SCR know ASAP. Current contract ends in 2020.
 3. *Youth Series* – Awards for Island Time and Rainbow Run Purchased. Brittany will be purchasing Turtle Krawl awards. Elisha will bring the Island Time awards and help coordinate the kid's race.
 4. *Space Coast Marathon task force* – Brittany has stated that it will just be her & Running Zone working together as there is not a need for more involvement. They will keep in touch phone & email, no need to rework.
 5. *Training Camp* – No update at this time.
- c. **Director of Operations Contract** – Brittany's DOO contract was at 1 year anniversary in June. Was discussed at June board meeting, but left open as unfinished business. Executive board to investigate DOO contract and implement changes as applicable.
- d. **Google Drive vs. Dropbox** – Discussed pros and cons to determine how the club/board should proceed with documentation. Was determined that due to recent changes in Executive Board, Dropbox would continue to be used for the next month until a decision can be made.

IX. Next Meeting – Monday, Sep,16, 2019, 7 pm @TBD

X. Adjourn - at 9:03pm

Minutes prepared by Elisha Gould

SCR MISSION: The Space Coast Runners Club is a non-profit organization that promotes running and competitive events for the benefit of all.

SCR VISION: SCR's Vision is that every person in Brevard County will have the opportunity to discover running and be part of the running community.

SCR Values

- **S**afety for all runners
- **U**nited in serving our running community
- **C**harity
- **C**amaraderie with members, volunteers and sponsors
- **E**thical, financial and organization stability
- **E**njoyable atmosphere for all
- **D**iversity in our sport