

March 11, 2019

Southern Arizona Roadrunners Board Meeting Agenda

	BOARD MEMBERS		
X	Don Branaman	X	Steve Felde
X	Amye Chaparro	X	Heather Hopkins
	Doreen Davis		Diane Manzini
X	Dave Dixon		Greg Wenneborg
X	Sheryl Felde	X	Caroline Gardiner
	PAST PRESIDENTS (NONVOTING)		
X	Randy Accetta		Tim Bentley
	Steve Outridge		
	OFFICE MANAGER (NONVOTING)		
X	Lucas Tyler		

1. The meeting was called to order by Vice President Amye Chaparro at 6:31 pm.
2. The following guests were introduced: Erik Sanders, Autumn Ball, Jeri Baker, Kathy Pike, Monica Bermudez.
3. Heather gave props to Jeri, Monica, and Diane for the Spring Cross Country 5K and FitKidz race.

GOVERNANCE

4. Steve moved to approve the February 2019 board meeting minutes as amended, Sheryl seconded. The minutes were approved unanimously.
5. Treasurer's Report from Dave - He is working on a budget. Questioned what the \$1000 scholarship last year was for. Kara had one associated with Cinco - it might be that. He is doing a high-level look at the budget by event and wrapping up 2018 taxes. He will email the standard monthly report to board members. He will also email the budget when it's done.
6. Board Member Contract Review - We approved the contract in December. Wording about the SafeSport Act has been added. We will look at it again next month for final approval.

7. SafeSport Act Compliance - Background Check Policy - We should check everyone volunteering for the FitKidz club against the sex offender list. We work with a company who will do this. Dave has budgeted \$1500 for this. Volunteer Waiver update - The SafeSport section is separate from the release of liability to make sure volunteers are reading what they're signing off on. The link to the SafeSport certificate has been sent to everyone who has volunteered to help with the FK club.

OPERATIONS

8. Membership Report from Lucas. Thanks to those who did the membership drive. We currently have 1008 members and 697 memberships. Using Run Signup - race directors can automatically take off the discount for SAR members because our membership database is in Run Signup. This has increased membership because people find out that they're not members and then join. If the name is slightly different, it won't work, so people have been calling Lucas to check. Run Signup's fee is lower than Active.com.

9. Materials Office Report from Lucas. We need \$400 to get a new SAR tent with logo. We have one SAR tent. Second one is broken and we have been unable to get it fixed. We're starting to look into new flagging and a new start line/finish line arch. We've had the old arch for 4 years, it's starting to look worn and has the old logo. Steve moved to approve \$400 for the tent, Caroline seconded. The motion passed unanimously.

Monica suggested getting a wagon with big tires for going over sand and rocks to carry things to and from races. It would cost about \$120. Autumn recommended Speed Pro Imaging for new flagging.

10. Social Committee Report from Amye. The next Happy Hour Hobbles are March 29 at Tucson Hop Shop and April 19 at Catalina Brewing Company. Amye raised \$500 for the Hobbles from Tucson Sports Recovery and \$500 from Team Woodall with Long Realty. She may ask for more to purchase specific raffle prizes for members, such as hats and beer cozies.

11. FitKidz Committee Report from Jeri - 5000th FK celebration at Spring Cross was great. Gave away trip for four to Disneyland. Had mini donkeys that ran with them. We have maxed out at 75 participants for the FK Club at Reid Park, which will be led by Jeri. The second site at Rillito Regional Park on 1st Ave and Wetmore, which will be led by Monica, has 48 kids; can go up to 60. Only 6 confirmed volunteers so far for the Rillito site. Sheryl and Caroline will help at Reid Park. Jeri will follow up with people who have shown interest in volunteering. The club starts on April 2 and meets once a week for 5 weeks. SafeSport criteria is not for everyone who volunteers, just for specific tasks. Parents are required to stay and might be able to help with some tasks. Meetings for volunteers are March 19 at Rillito and March 26 at Reid Park. Jeri is working on the curriculum.

12. Past Race Review

- a. **Old Tucson** - went great. One woman hurt her ankle at the selfie station because she knocked over the wagon wheel. 869 people registered this year; last year, it was 650. Thanks to Erik and Dave for cutting back cactus on the route.

- b. **Spring XC** - More participants than last year. Donkeys were a big hit. Pancakes went well. FK - over 100 kids in the race. Fun family atmosphere. Just over 300 finishers in all three events. Waiting on money from sponsors.

13. Upcoming Races

- a. **Dave's Run** - From 3/8/19 SteveO email: Planning goes well and all major components are in place. A good number of volunteers are still needed. If Board members can assist with volunteering please go to the event website and use the volunteer link provided to sign up. This is important so we as RD's can know what volunteer spots are filled and what ones still need to be filled. This year the 5K at Dave's Run is the AZ State 5K Championship so the RRCA has provided special bibs and awards for state champions. Also, we are giving finisher medals at the event for the first time ever for all 5K and 10K finishers. Registration is a bit ahead of last year and chances are good this will be the largest Dave's Run for ALS ever.
- b. **Gauntlet** - Needs marketing help. An email went out and posts were made on Facebook and Instagram today. There is no printable form on the website yet. Sheryl and Diane have reminded Greg. This needs to be done before the price increase.
- c. **Sabino** - From 3/8/19 SteveO email: Planning goes well and all major components are in place. We also need volunteers for this event and the same notes about volunteering apply here as I mentioned above for Dave's Run for ALS. I'm kicking around potential ideas for a finisher prize for this 40th anniversary edition of this iconic event. This will be a bit more costly than just having a prize for age group and overall prizes but if I go this route I will make sure to do something which is cost effective. Also, I'm working with the Forest Service to secure a 5-year permit for both this event and the Sabino FitKidz race which takes place in September. This will make the permit process a bit easier for the coming 4 years regardless of whether it is me or someone else directing these events.
- d. **Meet Me Downtown** - Upcoming schedule: 1) Finalize artwork and race charities; 2) Start promoting; 3) Continue operations; 4) Decide on additional "above-and-beyond" marketing, i.e., Tugo, billboards, radio, television. NEED: Sound system to work; marketing; people to handle the SAR tent; FitKidz help. PAYMENT: RT will pay SAR \$5000 plus mailing fees for recent mailing. RT will also provide SAR the contact information for the 2000+ participants.
- e. **Saguaro** - Planning is in good shape. We were wrong about it being the 50th year. Randy has emailed all current race registrants and offered a refund; contacted NPS; updated SAR pages; updated planned race medallion. Upcoming schedule: 1) Finalize artwork; 2) Start promoting; 3) Continue operations. NEED: Complete agreement to extend SAR/RT contract for two additional years, through 2021. PAYMENT: SAR stands to make about \$4500.
- f. **Tucson 10K** - Upcoming schedule: 1) Finalize artwork; 2) Start promoting and continue operations. NEED: Contract ends with 2019. Discuss whether arrangement for this race will continue past this year. PAYMENT: RT will pay SAR \$2/finisher, or about \$2000.
- g. **Get Moving Tucson** - Almost 300 registrants. Upcoming schedule: 1) Finalize artwork; 2) Start promoting and continue operations. NEED: Marketing.
- d. Discussion of whether or not board members should sign up for specific volunteer roles at races. SteveO would like us to for his races. Monica also would prefer to know in advance who will be there.

14. 2019 Volunteer Incentive Program - We're using the database and it's going well. The list is at the SAR table at all events. Race directors should compare pre-race with at-race signup to see if anyone got missed.

15. Board Recruitment - Discussed ideas for recruiting new board members: talk to volunteers and let them know we want them and what it's all about; come up with the skill set we need and job descriptions for each position; make sure people know you don't have to be a race director to be a board member; put a "face" on SAR - use social media to show who is on the board and what we do.

16. Arizona Gives Day - April 2 - Discussion of what this involves and how we could use it. It creates exposure. We could start our own ad campaign around the same time. The easiest thing to ask for money for is FK or CFF. It would be good to have someone be a matching donor. We could offer a free race entry or Disney tickets for a certain donation amount. Other ideas for recipient of funds raised: scholarships for underserved populations, race scholarships, working with different school districts (South Tucson, Native American groups). Probably no time to do it this year. Should include in strategic planning for next year. Lucas, Monica, and Caroline will work on this.

17. Revamp SAR website - The website went down right after Sunrise at Old Tucson. We had to pay Rebecca to get it back up and found out that the backend of things is very outdated. We're trying to figure out what it would take to move to a different platform and update the backend software that the website is on. We're also thinking about changing who's hosting it. We should get bids from Rebecca and at least two others. Jennifer Vasko has a company called 26 Point 2 Designs. She does the Run Tucson and Southwest Endurance Training websites. We should have a marketing committee meeting to discuss what should be added and changed. Autumn would like to be involved.

18. Around the Room - Kathy is interested in joining and thinks we need more committees. Autumn invited us to come to her structured runs (Southwest Endurance Training) to introduce ourselves and talk about the board. They meet Mon, Tues, and Wed at 6 pm and Saturdays at 6 am. 5K group starts tomorrow, rest of groups are off on April 6.

19. Run Tucson Partnership - Two-year contract review was completed.

20. Motion made by Steve to adjourn, seconded by Don. The meeting adjourned at 9:25 pm.

Respectfully submitted by Heather Hopkins, Recording Secretary