

**Chattanooga Track Club**  
**September Board Meeting**  
**September 8, 2009**

Charlene called the meeting to order. Members present included: Charlene Simmons, President, Sherilyn Johnson, Vice President/ President Elect, Ken Radley, Vice President of Races, Kathy Fulton, Vice President of Membership, Tim Holmes, Treasurer, Lanise Hutchins, Vice President of Communications. (Absent was Beth Ford, Secretary, James Williams, Past President)

Directors present with one year remaining on their term: Butch Cooke, Bill Moran and Theresa Samuelian. (Absent was Peter Murphy.)

Directors present with two years remaining on their term: Flash Cunningham and Walt Sinor. (Absent were Lisa Barrett and Oliver Trimiew.)

Members present: Bill Brock, Blaine Reese and Doug Roselle.

**August 2009 Meeting Minutes and Financials**

Charlene Simmons called the meeting to order. Few corrections were made to the minutes. Flash Cunningham made the motion to approve the minutes. Edwina Cohen seconded the motion with 10 members present agreeing unanimously. After a brief discussion Flash Cunningham made the motion to approve the financial statements. Bill Moran seconded the motion with 10 members present agreeing unanimously.

**Race Directors**

Blaine Reese has agreed to be the race director for the Riverbend Race. Tammy Sitton and Rita Fanning will be a contact for Blaine Reese. The race directors for the Chattanooga Chase, Raccoon Mountain, Marathon and Jr Marathon remain unfilled.

**Renewal of 2010 BCBS of TN Sponsorship**

Four events were discussed to include walks. The four events are (1) Scenic City 5K, (2) Chattanooga Chase 1 mile, (3) Riverbend and (4) Raccoon Mountain. It was agreed that better communication and more promotion of events are needed between CTC and BCBST. BCBST will provide walking cards by the end of December. Flash Cunningham made a motion. Butch Cooke seconded the motion. All approved with 1 abstention.

BCBST would also like CTC to allow them to sponsor a different race beside the Market Street Mile. Several races were discussed. Three races were agreed upon in this order were (1) Chattanooga Chase, (2) Market Street Mile. Bill Moran made a motion. Walt Sinor seconded the motion. All approved with 1 abstention.

**Battle for the Chattanooga Race Series**

After much discussion, Sherilyn Johnson made a motion to have the series races in 2010 have a military theme with the races being Chickamauga Chase 15K, Missionary Ridge and Marathon. Bill Moran seconded the motion. Seven approved, 4 disapproved and 0 abstentions. Then there was discussion about needing a Roy points keeper and a Series points keeper.

**Review of CTC by-laws**

The Membership Committee stated no changes were needed in the Membership Committee area. The Communication Committee and Races Committee did not discuss the by-laws at their last monthly meeting. Both will review before the next board meeting.

Charlene Simmons reminded us that endowment verbiage needs to be added. Tim Holmes is checking into the exact wording.

### **Ballot for Upcoming Board Elections**

Sherilyn Johnson reported for James Williams that candidates are needed for all areas especially in the areas of VP of Communications, VP of Races, Secretary and Treasurer. The deadline for candidates to be put on the ballot is October 26. The board will meet on November 10 at Porker's BBQ with the elections starting at 7:00 pm.

### **Other Business**

Sherilyn Johnson stated that printing Chattanooga Track Club on the CTC tents will cost \$48 a side. She recommended the 20 X 10 tent and two 10 X 10 tents be printed on one side. Butch Cooke made a motion for the printing on three tents as stated. Therese Samuelian seconded the motion with 10 members agreeing, 0 not agreeing and 1 abstention.

Jogging Around was delayed this month due to changes in postage requirements.

The next Races Committee will meet at Theresa Samuelian's house on October 6 at 6:00 pm. The main discussion will be 'What Makes A Race A CTC Race?'

The meeting was adjourned at 7:42 pm.

Next Meeting: October 13, 2009, 6:30 p.m. at Out of the Blue Café

Respectfully submitted by Sherilyn Johnson for Sarah E. Ford, CTC Secretary.

### **Chattanooga Track Club Sept Communications Committee Meeting September 19, 2009**

Members present – Lanise Hutchins and Charlene Simmons

Topics discussed:

- Promotion of new Battle for Chattanooga race series
- Redesign of CTC Web site homepage
- Creation of a 2009 annual report

The communication committee will not meet in October. Next meeting will be Nov. 18 at 7:00pm at Starbucks.

### **Chattanooga Track Club September Membership Committee Meeting**

No meeting was held

### **Chattanooga Track Club Race Committee Meeting October 6, 2009**

Present: Theresa Samuelian, Bill Moran, Charlene Simmons, Doug Roselle, Sherilyn Johnson, David Presley

Races Discussed:

Chickamauga Marathon - Race is closed. Reasons for not re-opening race were discussed.

1 – 1500 limit – There is no wait list as this complicated the race start, which was late.

2 - Water stops experienced a large number of people that they were not prepared for. As a result, some runners did not get water on the first two stops.

- 3 – The need for controlled growth.
- 4 – This was the number given to the park service - a relationship that needs TLC.
- 5 – Keep a quality race and limit the complaints.

Doug has been working with Runner's World. The marathon is to be designated as one of the many scenic marathons that can be run. There is a good possibility that the race may be sold out earlier next year.

The committee supported the need to purchase signage (direction arrows) to mark the course. This will be something generic that can be used at other CTC races. This purchase should not exceed \$1,000.00

Scenic City Half – Bill has contacted the charities that participated in last year's event. Four of the eight charities have responded positively.

Chattanooga Chase – Charles Webb may be interested in directing this event again. There was a discussion to move the date of this race. Since it is on a holiday, volunteers are a problem. Looking at changing it to earlier in May.

Committee Discussed:

Race dates for the 2010 calendar. Some of the dates have been set – Scenic City Half, 65 Roses, and the Chickamauga Marathon. The committee needs to finalize the race calendar for the coming year.

Next meeting is November 5, 2009, with the location of meeting changing to Out of the Blue at 6:00. This is a Thursday meeting.

Chattanooga Track Club  
**Balance Sheet Prev Year Comparison**  
 As of September 30, 2009

	<u>Sep 30, 09</u>	<u>Sep 30, 08</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
First TN CD - Add On	29,294.75	14,152.72	15,142.03	107.0%
First TN Checking	98,270.44	5,393.89	92,876.55	1,721.9%
<b>Total Checking/Savings</b>	<u>127,565.19</u>	<u>19,546.61</u>	<u>108,018.58</u>	<u>552.6%</u>
<b>Total Current Assets</b>	<u>127,565.19</u>	<u>19,546.61</u>	<u>108,018.58</u>	<u>552.6%</u>
<b>Fixed Assets</b>				
Equipment	40,721.31	37,520.31	3,201.00	8.5%
<b>Total Fixed Assets</b>	<u>40,721.31</u>	<u>37,520.31</u>	<u>3,201.00</u>	<u>8.5%</u>
<b>Other Assets</b>				
Endowment Fund - Est. 7/05/05	4,258.70	3,418.32	840.38	24.6%
<b>Total Other Assets</b>	<u>4,258.70</u>	<u>3,418.32</u>	<u>840.38</u>	<u>24.6%</u>
<b>TOTAL ASSETS</b>	<b><u>172,545.20</u></b>	<b><u>60,485.24</u></b>	<b><u>112,059.96</u></b>	<b><u>185.3%</u></b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
Community Foundation Liability	0.00	5,000.00	-5,000.00	-100.0%
OROS Fees Payable	5.00	0.00	5.00	100.0%
<b>Total Other Current Liabilities</b>	<u>5.00</u>	<u>5,000.00</u>	<u>-4,995.00</u>	<u>-99.9%</u>
<b>Total Current Liabilities</b>	<u>5.00</u>	<u>5,000.00</u>	<u>-4,995.00</u>	<u>-99.9%</u>
<b>Total Liabilities</b>	<u>5.00</u>	<u>5,000.00</u>	<u>-4,995.00</u>	<u>-99.9%</u>
<b>Equity</b>				
Retained Earnings	76,447.96	55,074.68	21,373.28	38.8%
Net Income	96,092.24	410.56	95,681.68	23,305.2%
<b>Total Equity</b>	<u>172,540.20</u>	<u>55,485.24</u>	<u>117,054.96</u>	<u>211.0%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>172,545.20</u></b>	<b><u>60,485.24</u></b>	<b><u>112,059.96</u></b>	<b><u>185.3%</u></b>

**Chattanooga Track Club**  
**Profit & Loss YTD Comparison**  
 September 2009

	Sep 09	Jan - Sep 09
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Charity Checks - Half Marathon	0.00	1,000.00
Picnic Income	0.00	184.00
Endowment Fund Received	0.00	644.00
Promotional Item Sales	0.00	280.00
Donations	3,000.00	5,053.00
<b>Membership Dues</b>		
Individual & Families	180.00	7,496.00
Donor Family	0.00	1,050.00
Donor Individual	0.00	350.00
Corporate Membership	0.00	224.00
Membership Dues - Other	24.00	48.00
<b>Total Membership Dues</b>	204.00	9,168.00
Sponsorship Corporate	9,600.00	9,600.00
Interest Income	0.00	371.49
Equipment Rental	1,100.00	6,665.67
<b>Jogging Around</b>		
JA Inserts	60.00	120.00
JA Advertising	0.00	1,190.00
<b>Total Jogging Around</b>	60.00	1,310.00
Banquet Income	0.00	2,076.00
<b>CTC Race Receipts</b>		
<b>Expo Income</b>		
Triathlon Expo Income	250.00	2,900.00
<b>Total Expo Income</b>	250.00	2,900.00
Triathlon Other Income	32,453.54	32,653.54
<b>Race entry fees</b>		
Half Marathon	0.00	22,130.92
Junior Marathon	0.00	285.00
Chattanooga Chase	0.00	4,088.50
Market Street Mile	0.00	1,180.00
UTC Cross Country	2,860.00	2,860.00
Chick Marathon	32,997.00	63,399.00
Raccoon Mtn	3,465.00	4,961.00
<b>Total Race entry fees</b>	39,322.00	98,904.42
<b>Race Sponsorships</b>		
Youth Cross Country	0.00	750.00
Half Marathon	0.00	1,942.00
Jr. Marathon	0.00	2,000.00
Waterfront Triathlon	0.00	10,500.00
Chickamauga Marathon	41.00	2,141.00
<b>Total Race Sponsorships</b>	41.00	17,333.00
<b>Total CTC Race Receipts</b>	72,066.54	151,790.96

Chattanooga Track Club  
**Profit & Loss YTD Comparison**  
 September 2009

	Sep 09	Jan - Sep 09
<b>Race Management fees \$2/Runner</b>		
65 Roses Run	0.00	586.00
Raccoon Mtn	444.00	444.00
Chickamauga Chase	0.00	1,476.00
Karen Lawrence Run	0.00	608.00
Missionary Ridge	350.00	350.00
Riverbend Run	0.00	3,613.00
<b>Total Race Management fees \$2/Runner</b>	794.00	7,077.00
<b>Total Income</b>	86,824.54	195,220.12
<b>Expense</b>		
Authorize.Net Expenses	0.00	621.27
<b>Race Director Fees</b>		
Riverbend Run	0.00	0.00
Race Director Fees - Other	0.00	0.00
<b>Total Race Director Fees</b>	0.00	0.00
<b>Miscellaneous Race Expenses</b>		
Race Supplies	0.00	85.45
<b>Equipment Repairs/Purchases</b>		
Equipment repairs	0.00	200.00
<b>Total Equipment Repairs/Purchases</b>	0.00	200.00
Promotional Products	0.00	1,070.00
Equipment Manager	300.00	2,700.00
<b>Total Miscellaneous Race Expenses</b>	300.00	4,055.45
<b>Meetings &amp; Events</b>		
1st Qtr - Banquet	0.00	4,000.56
3rd Qtr - Picnic	0.00	1,155.35
<b>Total Meetings &amp; Events</b>	0.00	5,155.91
<b>Operating Expenses</b>		
Storage	0.00	1,082.00
Board Expense	0.00	45.00
Insurance - Equipment	0.00	322.00
Gains/Losses Endowment Fund	0.00	-354.35
Merchant Fees	0.00	19.95
PayPal Fees	38.02	372.87
Contract Labor	654.50	6,359.50
Marketing & Advertising	0.00	875.00
RRCA Convention	0.00	847.16
Mileage	0.00	269.66
Charitable Contribution	0.00	100.00
Payroll Expenses	0.00	-56.46
Administrative Supplies	149.91	766.53
Bank Service Charges	39.95	83.85
Dues & Subscriptions	0.00	150.00
Internet expense		
Website Maintenance Improvement	532.74	2,214.26
<b>Total Internet expense</b>	532.74	2,214.26

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10/06/09  
Cash Basis

Chattanooga Track Club  
**Profit & Loss YTD Comparison**  
September 2009

	<u>Sep 09</u>	<u>Jan - Sep 09</u>
<b>Jogging Around Expense</b>		
Printing & Distribution	275.00	275.00
Contract Labor	0.00	980.00
<b>Total Jogging Around Expense</b>	275.00	1,255.00
<b>Postage and Freight</b>	0.00	615.37
<b>Printing</b>	0.00	51.75
<b>Taxes,Licenses &amp; Permits</b>	0.00	20.00
<b>Telephone</b>	37.14	330.02
<b>Total Operating Expenses</b>	1,727.26	15,369.11
<b>Race Disbursements</b>		
Half Marathon	0.00	15,921.24
Youth Cross Country Meet	250.00	250.00
Jr. Marathon	0.00	192.07
Raccoon Mtn	4,829.59	4,966.00
Chattanooga Chase	0.00	2,862.13
Market Street Mile	0.00	3,251.95
UTC Cross Country	2,860.00	2,860.00
Riverbend Run	0.00	3,723.00
Waterfront Triathlon		
CTC Expenses	188.72	8,517.14
Team Magic Expenses	0.00	22,019.54
<b>Total Waterfront Triathlon</b>	188.72	30,536.68
<b>Chickamauga Marathon</b>	4,221.78	9,363.07
<b>Total Race Disbursements</b>	12,350.09	73,926.14
<b>Total Expense</b>	14,377.35	99,127.88
<b>Net Ordinary Income</b>	72,447.19	96,092.24
<b>Net Income</b>	<u>72,447.19</u>	<u>96,092.24</u>

Chattanooga Track Club  
**Open Invoices**  
As of October 6, 2009

Type	Date	Num	Memo	Aging	Open Balance
<b>Augustus Ford Foundation</b>					
Invoice	10/3/2009	621	Augustus For...	3	700.00
Total Augustus Ford Foundation					700.00
<b>Chattanooga Symphony Guild</b>					
Invoice	10/3/2009	620	Symphony Cl...	3	634.00
Total Chattanooga Symphony Guild					634.00
<b>FrontRunner</b>					
Invoice	10/2/2009	618	FCA Race	4	500.00
Total FrontRunner					500.00
<b>High Heel Race</b>					
Invoice	11/16/2008	587	Equipment R...	324	584.00
Total High Heel Race					584.00
<b>Owen Cyclery</b>					
Invoice	4/30/2009	599	JA Advertising	144	220.00
Total Owen Cyclery					220.00
<b>Personal Fitness Specialists</b>					
Invoice	4/30/2009	600	JA Advertising	149	220.00
Total Personal Fitness Specialists					220.00
<b>The Sports Barn</b>					
Invoice	9/11/2009	610	Chickamauga...	25	500.00
Total The Sports Barn					500.00
<b>TOTAL</b>					<b>3,358.00</b>