

## CTC Board Meeting February 13, 2012

The meeting was called to order at 6:02pm by CTC President, Bill Moran. Jane read the CTC mission statement. Members present: Susan Gallo, Jane Webb, Katie Stanford, Dave Scholes, Jennifer Funk, Don Lastine, Bill Moran, Chas Webb, Mike Leary, Ron Branam, Brad Harvey, Jason Liggins, Doug Roselle, Pam Cuzzort, Jenni Berz, Melissa Hale

### **I. Minutes/Approval**

There was one typo correction to the minutes. They were then approved unanimously.

### **II. Update from Katie Stanford on SCHM**

- A. Planning is on track, the course is the same as last year
  - B. Registration has increased from 2011 race, 650-670 participates expected for the Half and 350-400 participants expected for the 5K, still in need of volunteers
  - C. There will be no race day registration, registration available only on Active
  - D. Packet pickup at the Choo Choo Friday evening
  - E. Charity Challenge will be the same as 2011. Charities have decreased to 7.
  - F. Publix and Budweiser will provide post race food and beverages
  - G. EMTs will be located at the finish line and at the Boathouse
  - H. Pavilion cost increased by \$125 from last year, shirt and award costs have also increased
  - I. Financials were discussed.
  - J. The new IPICO mats will be used for a wider start/finish line
- The plans and proposed plans for the SCHM were unanimously approved.

**III.** Doug Roselle was present to hand out ROY vests to ROY winners who did not attend the banquet. No ROY winners were present and the vests will be taken to Fastbreak. The vests will be available for pick up there.

### **IV. Financial Reports**

- A. All finances are on track, operating expenses are ahead from last year by \$8000
- B. Outstanding invoices: American Bicycle Group from Battlefield Marathon \$500, chip timing fee due from Jingle Bell Run \$753, will follow-up on unpaid invoices
- C. Budget has been sent to Connie and will be available on the monthly reports next month
- D. 30K spending increase has been approved, but each committee needs to identify where and how to spend the extra money and seek approval so all money isn't spent by one committee, Submit spending plan suggestions to Bill for presentation to the board for approval.
- E. The financial reports were approved unanimously.

### **V. Membership Committee Report**

- A. Jane requested funds from budget to purchase new promotional items to sell at the CTC table, to include 13.1 and 26.2 CTC decals
- B. Jane proposed we give a yearly commemorative lapel pin to new and returning members, pins will be ordered now and given to existing members who have renewed their membership in 2012 as well as new 2012 members. Pins may be picked up at a designated location for people who have already renewed or joined prior to pins being ordered. We need to verify how many current members we have.
- C. Bill proposed we poll members and potential members to clarify the benefits that are important to runners. We need to work on recruitment of inactive and new members and focus on making CTC appealing to potential members.
- D. Bill and Jenni suggested we need a public statement to address the fact that CTC races are no longer discounted.
- E. Jane requested we support Trish Newsom (a CTC member) and Team Hoyt by presenting her with a \$100 check to help with her Boston Marathon expenses. The Board discussed that we need a system and review process in place for such financial requests. CTC members who request assistance for races should submit a request in writing for Board review and vote.

F. Jane handed out volunteer shirts to the new board members

The board approved the purchase of 400 lapel pins to be given to 2012 members and the purchase of the 13.1 and 26.2 decals.

The next membership committee meeting will be held at 5:15pm, March 13<sup>th</sup> at Miller and Martin prior to the board meeting.

## **VI. Race Committee Report**

A. 2012 schedule update, all CTC races on track, 3<sup>rd</sup> party races growing

B. MSM in need of race director

C. New Equipment managers are Denny Marshall and Paul Wells. They have completed a race schedule with one person staffing each race with the exception of the 4 signature races when they will both staff the Tri, SCHM, Battlefield, and Chickamauga Chase.

D. Storage unit is scheduled to be inspected

E. The 5M mat order is has been placed allowing for split time capability in time for SCHM

F. Financials-Tri and Marathon are closed out. Team Magic sending a check to close out Tri.

G. Portable sound system, 6 1M signs, heavy duty easel, and finish line vacuum purchases approved at retreat. Purchase of IPICO chips was unanimously approved by Board email.

H. Location of Cross Country Elementary series now a problem, outgrown location. Considering having a piggyback series at the Dam or split days.

I. Need to update language in race waivers to include strollers and headphones strongly discouraged.

J. Third party races are rapidly increasing with increased requests to post races on CTC website. Need to set criteria for posting races on website. Races can be arranged by type of event, event location or post running events only.

## **VII. Communications Committee Report**

A. Bill commended new articles on website. Website is looking better, frequently updated

B. Jogging Around will be released the first week of March. All articles for this issue are due tomorrow. There will be a CTC membership application in JA . Color option printing has been discussed, but will incur a significant price increase. 1<sup>st</sup> issue will have color front cover only.

C. Working on getting a “suggestion box” on CTC website

D. Seeking ways to increase sponsorship ads. JA will be placed in local fitness clubs.

E. 2<sup>nd</sup> issue of JA to be mailed first week of June, articles will be due 3 weeks prior.

The next Communications committee meeting will be March 5<sup>th</sup>.

## **VIII. President's Report**

A. Bill has attempted to reach out to Jim Steffes regarding the HS and MS cross country races, but he has not responded.

B. RRCA insurance quote to add CC races to insurance, no rate increase

C. Location for Board meeting is still an open item. A recommendation was made to continue meetings at Miller and Martin. Brad Harvey reports he doesn't foresee a problem continuing to meet at M&M, but will seek approval confirmation from the firm.

D. Jenni spoke about “Get out Chattanooga” magazine subscription, she recommended including a subscription as part of CTC membership package. The magazine is interested in publishing CTC race information and race results and may include a quarterly CTC advertisement.

## **IX. Next Meeting**

The Next CTC Board Meeting will be March 13<sup>th</sup> at 6pm, Miller and Martin Law Firm.

A motion was made to adjourn; it was seconded and all agreed. The meeting was adjourned at 7:45pm.

Respectfully Submitted,  
Melissa Hale, 2012 Secretary  
February 28<sup>th</sup>, 2012