

# Minutes: FSRC Board Meeting - 2023-03-02

## Attendees

### Voting

- Ainsley Cain - Community Outreach Chair, Training Committee Chair, Vice President, Training Coach
- Heidi Novak - Racing Team Chair, Director
- Tim O'Keefe - Director, Decathlon Director, Racing Team Member (Jul-Jun)
- Lou King - Director, Technology Chair
- Rob Prokop - Director, Training Coach
- Harriet Langlois - Director, Racing Team Member (Jul-Jun), Women's Distance Festival Race Director, Races Committee Chair, Summer Solstice 8K Race Director
- Michele Newton - President, Training Coach (RRCA Certified), Training Coach
- Michelle Edwards - Secretary, Summer Solstice 8K Assistant Race Director
- Crystal Tressler - Training Coach (RRCA Certified), Volunteer Coordination Chair, Treasurer

### Non-voting

- Oksana Lightfield - Communications Chair, Training Coach (RRCA Certified), Newsletter Editor, Racing Team Member (Jul-Jun)
- Steve Dobson - Lewis Run Race Director, Competition Chair
- Jake Sisler - Market Street Mile Race Director
- Barb Meely - Nominating Committee Chair, Nominating Committee Member, Membership Chair
- Justine Springer - Social Chair
- Michele Jacoby - Spires Coach, Panthers Coach, Trail Running Chair, Li'l Bennet 5K-ish Race Director, Spires Head Coach
- Carolyn DiMaria - Store Chair
- Billy Clem - Trail Running Chair
- Farrah Douglas - Diversity Equity and Inclusion Chair

## Action Item Summary (updates since 2022-11-30)

- Ainsley Cain (open):  
Create Roles and Responsibilities document for Committees
- Crystal Tressler (closed):  
Add a question about the website (rate 1-10, e.g.) to the next survey which goes out
- Harriet Langlois (closed):  
Harriet will create a work instruction for race services leads
- Barb Meely (closed):  
Barb to reach out to Kim W to start clean up of FB group pages
- Lou King (closed):  
Lou to look into updating RSVPs in membertility to capture virtual attendees
- Lou King (closed):  
Lou to advertise for help with FSRC website updates

## **Motion/Vote Summary**

- (approved)  
Approve Minutes from November 2022 Board Meeting
- (approved)  
Approve minutes from Jan meeting
- (approved)  
Approve the 2023 Budget as presented i Treasure's Report

## **Discussion Items**

### **Call to Order**

Meeting started at 6:40pm

### **Approve Minutes from January 2023 Annual Membership Meeting and Awards Banquet**

Review and Approve Minutes from the January Membership Meeting

[https://docs.google.com/document/d/1mEmR0irmXQImLrEJbOn\\_tXTHxGZeoBm6J2UK8K83L7o/preview](https://docs.google.com/document/d/1mEmR0irmXQImLrEJbOn_tXTHxGZeoBm6J2UK8K83L7o/preview)

MOTION approved [mover Michele Newton, seconder Lou King]:

Approve minutes from Jan meeting

votes: Ainsley Cain (approved), Crystal Tressler (approved), Harriet Langlois (approved), Heidi Novak (approved), Lou King (approved), Michele Newton (approved), Michelle Edwards (approved), Rob Prokop (approved), Tim O'Keefe (approved)

### **President's Report**

#### **Consideration of non-member volunteer help [Michele Newton / President]**

I would like to explore how we can engage volunteer help from non-members to assist with certain tasks, in particular if we do not have a member identified to fill a role. This could be a potential learning and resume-building opportunity for a college student or recent graduate.

### **Approve Minutes from November 2022 Board Meeting**

Review and Approve Minutes from November 2022 Board Meeting

<https://docs.google.com/document/d/1Wd-9ZYfAIUJqhxAfDrSYuObSoUI70GZMmHuK1RSwMdM/preview>

MOTION approved [mover Lou King, seconder Heidi Novak]:

Approve Minutes from November 2022 Board Meeting

votes: Ainsley Cain (approved), Crystal Tressler (approved), Harriet Langlois (approved), Heidi Novak (approved), Lou King (approved), Michele Newton (approved), Michelle Edwards (approved), Rob Prokop (approved), Tim O'Keefe (approved)

### **Treasurer's Report**

Review of 2022 Actual Income & Expenses and 2023 Budget (note to add link)

### **Vote on Annual Budget [Crystal Tressler / Treasurer]**

Review Year-end report and annual budget, vote on annual budget

MOTION approved [mover Lou King, seconder Harriet Langlois]:

Approve the 2023 Budget as presented i Treasure's Report

votes: Ainsley Cain (approved), Crystal Tressler (approved), Harriet Langlois (approved), Heidi Novak (approved), Lou King (approved), Michele Newton (approved), Michelle Edwards (approved), Rob Prokop (approved), Tim O'Keefe (approved)

### **Discuss Membership Survey**

Membership survey report [https://drive.google.com/file/d/1U62Dy84mSeEgNz-hAMZn6QzQlJoCraQ0/view?usp=share\\_link](https://drive.google.com/file/d/1U62Dy84mSeEgNz-hAMZn6QzQlJoCraQ0/view?usp=share_link)

### **Volunteer reporting [Crystal Tressler / Volunteer Coordination Chair]**

For new committee chairs, please look for and respond to Claire's quarterly emails regarding volunteer service. She collects data on all volunteer roles for the club for recognition and awards. If you receive an email from her you will need to report back for yourself and everyone in your committee. There are defined levels, so not actual hours reported but approximate time commitment for the entire quarter. Any questions?

### **President's Report**

#### **Improving coordination with Charm City Run [Michele Newton / President]**

I would like to update the group on my recent, positive meeting with the manager of Charm City Run. We identified ways that we can ensure that our organizations complement and strengthen the running community in Frederick, and avoid perception of competing. Cultivating a vibrant running community in Frederick is a mutual goal should be a win-win.

#### **Executive Board Liaisons for FSRC Committees [Michele Newton / President]**

At the last Board meeting we discussed having members of the Executive Board assigned to support our Club Committees. I'd like to discuss this idea. If agreed, we can ask Board Members to volunteer for a Committee after the meeting.

The Board agreed to this proposal. The Board members below will serve as resource for the chairs of the respective committees.

Lou will continue to work with Membership and Communications and will add Community Outreach

Heidi will work with Social, Racing Team, Competition, and DEI

Harriett works with Race Services

### **Need to identify someone to take over community outreach chair position [Ainsley Cain / Community Outreach Chair]**

Ainsley will step down as Chair. The position will be left open until it is filled.

### **Recruitment of coaches for Spires training program [Michele Newton]**

Every few years when we have turnover (particularly when we've had some kids age out of the program and their parents have moved on with them), a volunteer organization struggles to restock the volunteer team. Spires Coach Michele Jakoby is trying to cobble together a list of a few coaches that are available on Mondays and a few others on Wednesdays. She is concerned about being able to identify enough coverage over the next few weeks to open up the program.

The spring season will be April and May - Tuesdays and Thursdays.

### **FSRC Scholarship Review Board [Michele Newton]**

Crista Horn indicated concern with the quality of applicants for the scholarship program. The application process for this year is set open this month (March). Looking for Board feedback to help support this important program.

Suggestions: post in every newsletter while application open, submission to FNP, Social Media, Guidance counselors at local high schools

### **Need to identify new newsletter editor [Oksana Lightfield / Communications Chair]**

I am looking for a person willing to take over the bi-weekly newsletter production. If anyone knows of someone who might be interested in taking over this fun recurring project, please reach out to me. I will provide all the training and will have all the necessary tools and assets ready to go for an easy transition.

Aiden Callery will take over the newsletter. Oksana will continue to lead the Communications Committee

### **Convert IG Personal into Business Account [Oksana Lightfield / Communications Chair]**

<https://meetedgar.com/blog/instagram-business-account-whats-the-difference/> – pros and cons of the two different types of IG accounts.

Board agreed to the suggestion to convert to a business account.

## **Status Report Highlights and Other Discussions**

Trail highlights (Billy and Michelle Jacoby will co-chair): The Club will support an aid station at the C&O 100. We will be adding a 50K training group. Billy and Michele are starting a Trail Challenge - more to come. Wild Trial registration opened today - already over 35 registrants.

Training Committee highlights (Ainsley) - largest half marathon group with 173 people and 6 coaches.

Race Committee (Harriett): Sponsorships suggestions needed. SS8K is open, WDF open to a smaller group (those who have participated in 3 previous years)

Competition Committee (Steve): New Lewis course was well received. FSRC website "Hall of Fame" has been updated

Racing Team Committee (Heidi): looking for ways to bring more visibility to racing team

Social Committee (Justine): Breakfast runs have been very well attended. New venue for Banquet worked very well.

Membership (Barb): Membership and FB group increasing. Send Barb any suggestions for member spotlight. Clean up ongoing for group pages (to remove non-members)

## **2023 Board Meeting Dates**

May 17th

Aug 23rd

Nov 15th

## **Group Photo**

## **Meeting Close**

Meeting close at 8:33pm