



Kalamazoo Area Runners Board Meeting

February 2, 2009

Attendees: Giti Henrie, Bonnie Sexton, Cristi DeDoes, Brian Abbott, Vicky Mergen, Julie Wojtaszek, Steve Brown (guest), Brian Abbott (guest)

Absent: Scott Taylor, Phil Goodwin

Meeting Start Time 7:08pm

| Time | Agenda Item | Discussion | Follow-up Items |
|--|---|--|--|
| 15 min Elapsed time 19 min | KAR Annual Report - Brian Abbot | <ul style="list-style-type: none"> • Brian distributed copies of the updated Annual Report • Financial report and graph to be added • Copy not edited yet (editing process will ensure consistent style but not check for typos, grammar) • Names will not be included with photos in order to be consistent as we do not have them all • Board members to review and provide feedback to Brian | <ul style="list-style-type: none"> • Brian to add Financial Report and graph • Julie to send graph to Brian • Board members to forward different (high resolution) photos as applicable • Bonnie to send Julie's picture to Brian • Brian to email options for tables (blue table with yellow font and lighter blue table with black font) • Board members to provide feedback to Brian by Sunday, the 8th • Vicky to obtain estimate for copies |
| 40 min Elapsed time 47 min | Discussion and Revisions to By-laws – Bonnie Sexton and all | <p>5 out of 5 Board members present approved the following changes to the Bylaws:</p> <ul style="list-style-type: none"> • IIA Change to Mission • VB7 Move VP Technology Support to non-Board Director position • Remove VP Hospitality Board position, move | <ul style="list-style-type: none"> • Bonnie to update By-laws and distribute to membership for review prior to March meeting • Bonnie to recruit for Member Runs Director • Board to re-visit VP Special Events |



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| | | <p>Expo duties under VP Communications/ Marketing position, and move Member Fun Run duties to new Director position</p> <ul style="list-style-type: none"> • VB8- Changes to VP Special Events contact • Add VP of Development new Board position • VA-Update list of Board Positions • VD2- Update Term of Office for Interim positions • VD3- Add Term Limits for President • VE3- Allow Board participation via remote communications • VE4- Allow membership participation via remote communications • VE5 - Allow Board action to be taken electronically (change to “majority”) • VE6 - Allow Membership Action to be taken electronically • VIG - Require distribution of Annual Financial Report and electronic dissemination <p>To be re-visited for further discussion:</p> <ul style="list-style-type: none"> • Recommendation for change in VP Special Events job duties to include coordinating the Annual Banquet and Club Championship Series parties (due to size, scope, and budget of these events) | <p>job description at next meeting</p> |



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| | | <ul style="list-style-type: none"> • Coordination to include all aspects of event including agenda development (with other Board member consultation), obtaining speakers, catering, venue, etc. • Additional two events to be selected by candidate | |
| 10 min Elapsed Time 11 min | Annual Banquet – Discussion and Vote on Caterer Expenses - Giti | <ul style="list-style-type: none"> • Giti presented various catering options • Group decided to use Olive Garden as the prices were closest to budget for the event • We will need paper products and drinks • We will be raffling about 20 prizes • RSVPs will go to Giti and she will forward the final count to Olive Garden at end of month | <ul style="list-style-type: none"> • Giti to pick up Olive Garden, paper products, cake, and drinks • Bonnie to print Runner Recognition Awards • Bonnie to bring bags for raffle prizes • Giti to obtain additional raffle prizes |
| 5 min Elapsed time 4 min | Annual Banquet Final Agenda | <ul style="list-style-type: none"> • Bonnie reviewed the final agenda for the banquet | <ul style="list-style-type: none"> • None |
| 5 min Elapsed time 4 min | Board Members Seeking Re-Election | <ul style="list-style-type: none"> • All Board members are seeking re-election except for Vicky • Brian will run for VP Communications/Marketing | <ul style="list-style-type: none"> • Bonnie will send a communication with Board positions including incumbents and the new position |
| 15 min Elapsed time 9 min | Runner Recognition Selection | <p>The Board selected the following award recipients based on the nominations:</p> <ul style="list-style-type: none"> • Spirit of Running - Dottie • Social Runner – Karen • Comeback Runner – Carole | <ul style="list-style-type: none"> • Bonnie to print award certificates |



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| | | <ul style="list-style-type: none"> Girls Youth – Savannah Women’s Open – Erin Women’s Masters – Peggy Men’s Masters – Ralph Men’s Open – Ken Volunteer of Year – Peggy Mega Racer – award to all 3 nominated Mega Marathoner – award to all 3 nominated | |
| 5 min Elapsed time 2 min | Nutritional Supplements Sponsorship | <ul style="list-style-type: none"> Board not in favor of this sponsorship due to perceived limited benefits for the membership | <ul style="list-style-type: none"> The VP Development position will work on determining criteria for future sponsorships |
| 5 min Elapsed time 2 min | GVSU Runner Study | <ul style="list-style-type: none"> All present Board members in favor of offering this study to our members via the Rundown | <ul style="list-style-type: none"> Bonnie to announce availability in Rundown |
| 5 min Elapsed time 1 min | Treasury Audit | <ul style="list-style-type: none"> We are required to perform a Treasury Audit annually according to our Bylaws | <ul style="list-style-type: none"> Giti and Bonnie to perform audit and will work with Cristi to set a date |
| 10 min Elapsed time 1 min | January Income Statement | <ul style="list-style-type: none"> January statement is favorable | <ul style="list-style-type: none"> Cristi to add Balance Sheet at bottom similar to 08 version Cristi to add budget variance to spreadsheet |
| Elapsed time 1 min | Other | The Board agreed to delegate the following items to event/program director, committee or responsible Board Member with an update to the full Board via email: | <ul style="list-style-type: none"> |



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| | | <ul style="list-style-type: none">• Finalization of the Race Discount Program and Club Series (Bonnie)• KAR Apparel (Bonnie)• Charitable Solicitation License Application (Bonnie/Cristi) | |

Meeting end 8:47pm