



Kalamazoo Area Runners Board Meeting

May, 2009

Attendees: Andrew Vidor, Bonnie Sexton, Steve Brown, Scott Taylor, Cristi Dedoes, Julie Wojtaszek, Phil Goodwin, Brian Abbott, Giti Henrie

Absent:

Meeting Time

Time	Agenda Item	Discussion	Follow-up Items
15 min 7:15	Strategic Planning Format - Andrew Vidor	<ul style="list-style-type: none"> • Determine if it will be a board strategic plan. • Should we involve Gazelle, the Y, Borgess? • The more involved the community the better. Julie and Bonnie. The board agrees. It gives others ownership in the decisions. • Suggested made to subdivide the group. • Work on brain storming of strength, weakness, and opportunities. • Voting will follow. Votes are taken on each topic by placing a dot next to the item. The items receiving the most dots can be considered most valuable. • Cut down the items to top five. And after that the board will prioritize the top two. • How much do our by-laws regulate the involvement of the others? • Assisting in the prioritizing of KAR issues and how we should move as a governing body. 	<ul style="list-style-type: none"> • We will set up two sessions. • First is the brainstorming session and then within 3 weeks (Phil's new baby) the board will meet to make final priorities. • Board approves the procedure. • Bonnie will develop strategic planning outline and agenda in correspondence to the new procedure and send to invite list



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		<ul style="list-style-type: none"> • Steve suggests that we are the ones in charge of running the club. The community involved is to rank the items for discussion. • Don't feel like this all has to be done in one day. • Brainstorm with everyone there. The discussion and ranking of the ideas can be done in smaller groups. • The list of attendees is approved. 	
10 min 7:51	2009 Annual Report Content	<ul style="list-style-type: none"> • Brian would like to ask what should be part of the annual report. He is suggesting a streamlined version of what was done for this year. His preliminary idea has the report at 14 pages (instead of 40). • Bonnie provided the explanation the last one needed to be longer because it was the first one and incorporated last five years history. • The document could include links for further information. • It should show what the community impact was. • Bonnie sees the report as a marketing tool. • Steve suggests that we should involve the local radio and television stations because they have to devote a certain amount of time to the community. • We got quite a bit of positive feedback from the last one. 	<ul style="list-style-type: none"> • Brian will collect some non-profit organization annual reports and see if theirs may help us develop ours.
5 min	Gazelle Contributions	<ul style="list-style-type: none"> • Not discussed 	<ul style="list-style-type: none"> •



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5 min 8:03	Timeclock Pricing	<ul style="list-style-type: none"> • Giti – waitclock.com. 5 digit or greater is \$1500-1600. Tripods are sold separately. \$2000 will be needed by the time we get what we need. • Options on warranties. • What features- • Flip numbers, digital is sponsorship is gotten • Tripod • 6 inch numbers • Rechargeable battery needed. 	<ul style="list-style-type: none"> • Giti will check on prices based on the features we agreed to. • We will talk about potential sponsors next month.
5 min	Follow up on SignMeUp Cost for custom letter	<ul style="list-style-type: none"> • Did not discuss. 	<ul style="list-style-type: none"> •
5 min 8:19	Reporting/Accounting of Contributions	<ul style="list-style-type: none"> • Cristi would most likely place the donations into a new line item on the budget report. • It would be another revenue and expense line. 	<ul style="list-style-type: none"> •
5 min 8:23	Monthly Financial Report	<ul style="list-style-type: none"> • Some of Bonnie’s questions concerning the overage on the Beyond and annual party were answered by Cristi. • We have not gotten the track rental bill from WMU. 	<ul style="list-style-type: none"> •
5 min 8:30	Update on VP Development	<ul style="list-style-type: none"> • Darrell Hardin is willing to run for the VP Dev. • He would be serving as interim for the remainder of the year. • Darrell was voted into the board. He can attend the strategic planning session. 	<ul style="list-style-type: none"> •
5 min	Development of Operating	<ul style="list-style-type: none"> • Can a template be drawn up to give some format as to 	<ul style="list-style-type: none"> • Phil will work out a format.



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8:34	Procedures	<p>procedures.</p> <ul style="list-style-type: none"> • Brian suggest connecting such information to the web site. 	<ul style="list-style-type: none"> • Julie will work on a template.
5 min	SignMeUp for Event Registration	<ul style="list-style-type: none"> • Did not discuss. 	
5 min 8:15	Guest Speaker –	<ul style="list-style-type: none"> • Giti has extended an invitation to a Runners World writer. • Can KAR help with air and/or lodging. • We really cannot approve spending much more than \$200. • Hansons group from Detroit are a possibility. • \$200 was approved to give to a speaker to help with expenses. • Steve suggested Greg Meyer or Doug Curtis. 	<ul style="list-style-type: none"> • Giti will try to get in touch with Hanson first.
10 min 8:39	Apparel	<ul style="list-style-type: none"> • Go through Asics team apparel because it does not change as much each year. • The board approves working with the Asics line. • Options: • Tank colors – blue with white stripe tank approved. • White short sleeved with blue and yellow logo. • Logo goes on the front only. • Long sleeve shirts – black shirt with two color logo. • Jackets will be custom. 	<ul style="list-style-type: none"> • Phil will work on the logo to match the shirts.
10 min	Board Meeting Site Change	<ul style="list-style-type: none"> • The Maple Y will allow us to use a room for future 	<ul style="list-style-type: none"> • Table decision.



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8:50		<p>meetings. The Y is asking for commitments for use of their facilities (help with some of their programs).</p> <ul style="list-style-type: none"> • Borgess would sponsor our larger events if we help them with their events. Bonnie will ask. • Julie does not really want to make further commitments just to secure the meeting site. • Phil's work site could be available. As is a classroom at Galesburg-Augusta HS (Scott's). 	
10 min 9:16	Effective Communication	<ul style="list-style-type: none"> • General comments on internal board communication. 	
5 min	Follow Through and Back up Assistance	<ul style="list-style-type: none"> • Not discussed. 	
5 min	Meeting Minutes Format/Content	<ul style="list-style-type: none"> • There is no written policy for minute format. 	
10 min 8:57	Policy on closed session	<ul style="list-style-type: none"> • Brian is concerned that there is no procedure for meeting in closed session. • There should be a specific reason for going into a closed session. 	<ul style="list-style-type: none"> • Add to next month agenda.

Meeting adjourned at 9:20