



**Kalamazoo Area Runners Board Meeting**

July 6, 2009

Attendees: Phil, Bonnie, Julie, Brian, Giti, Darrell, Cristi

Absent: Scott

**Meeting Time 1839**

Time	Agenda Item	Discussion	Follow-up Items
5 min	Board Approval of Policy and Procedure Template	<ul style="list-style-type: none"> <li>The board voted to adopt the policy.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
10 min	Preliminary list of Potential Policies	<ul style="list-style-type: none"> <li>The board added to the list policies on media relations, tracking championship series points, and partnerships.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
5 min	Board Approval of Policy on Closed Session	<ul style="list-style-type: none"> <li>The board made changes to the proposed policy, clarifying the language regarding partnerships, correcting grammatical errors, and clarifying the language regarding the deadline for submitting proposed items for closed session.</li> <li>The board voted to approve the policy as amended.</li> </ul>	<ul style="list-style-type: none"> <li>Bonnie will distribute final text for review.</li> </ul>
5 min	Board Approval of Policy and Procedures on Charitable Solicitation	<ul style="list-style-type: none"> <li>Add procedures on handling of designated donations</li> <li>Board added policy provisions to exclude organizations whose primary mission is to promote a specific political view or religious belief</li> <li>The board voted to approve the policy as amended</li> </ul>	<ul style="list-style-type: none"> <li>Bonnie will make policy changes and will add procedures regarding designation of contributions to multiple beneficiaries</li> </ul>



## Kalamazoo Area Runners Board Meeting

July 6, 2009

Time	Agenda Item	Discussion	Follow-up Items
			<ul style="list-style-type: none"> <li>Bonnie will distribute final text for review</li> </ul>
5 min	Board Approval of Policy on Membership Processing	<ul style="list-style-type: none"> <li>Add policy language to allow sharing of membership information to a KAR representative designated by the Board of Directors to carry out duties on behalf of the club</li> <li>The board voted to approve the policy as amended</li> </ul>	<ul style="list-style-type: none"> <li>Bonnie will distribute final text for review</li> </ul>
10 min	Preliminary Discussion on Sponsorship Solicitation	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Darrell to draft policy for next month</li> </ul>
10 min	Policy and Procedures Club Series Awards Proposal	<ul style="list-style-type: none"> <li>Patagonia will give 50% off Capilene shirts for Beyond</li> <li>Bonnie presented additional research she had done with Branders.com and FarFromBoring.com</li> </ul>	<ul style="list-style-type: none"> <li>Bonnie will get examples and precise pricing to bring back to the next board meeting</li> </ul>
10 min	Preliminary Discussion on Procedures for Inventory Tracking and Unrelated Business Income	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Cristi to become club storekeeper/inventory specialist</li> <li>Cristi to start a more in-depth balance sheet for dealing with inventory and such</li> <li>Cristi will develop a procedure for this stuff for next month</li> </ul>



## Kalamazoo Area Runners Board Meeting

July 6, 2009

Time	Agenda Item	Discussion	Follow-up Items
5 min	Financial Statement	<ul style="list-style-type: none"> <li>• Kalamazoo Klassic hasn't yet been billed</li> <li>• Safari check hasn't been received</li> <li>• Klassic Wrap-up meeting is on 7 July</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
10 min	Kalamazoo River Valley Trail Partnership Proposal	<ul style="list-style-type: none"> <li>• Bonnie presented, explained that KRVT is trying to partner with fitness-minded organizations</li> <li>• Bonnie asked KRVT to put together proposal</li> <li>• KRVT would be willing to kick in funding</li> </ul>	<ul style="list-style-type: none"> <li>• KRVT to submit proposal for next month</li> </ul>
10 min	Turkey Trot Enhancements and Fundraising <ol style="list-style-type: none"> <li>1. Expansion of partnership to benefiting organizations to include cash donations.</li> <li>2. Development of Sponsor Structure.</li> <li>3. On line registration.</li> <li>4. Optional T-shirts</li> </ol>	<ul style="list-style-type: none"> <li>• The board voted to approve using last year's charities for the sponsorships/dedicated contributions, and dedicating shirt revenue to KAR programming.</li> <li>• Voluntary contributions solicited online to the two organizations will be split pro-rata</li> <li>• Checks will be designated to the two organizations directly</li> </ul>	<ul style="list-style-type: none"> <li>• Scott and Darrell are meeting on 17 July to discuss the project.</li> </ul>
5 min	Banquet Guest Speaker	<ul style="list-style-type: none"> <li>• Keith Hanson has accepted</li> </ul>	<ul style="list-style-type: none"> <li>• Giti will work out exact dates to schedule banquet.</li> </ul>
5 min	Time Clock Follow up	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• The board will discuss funding options at next board meeting</li> </ul>
5 min	Update on Borgess and YMCA Facilities Usage for 2010	<ul style="list-style-type: none"> <li>• Borgess has committed through this year only to providing free facilities</li> </ul>	<ul style="list-style-type: none"> <li>• Giti will work with Borgess to discuss</li> </ul>



**Kalamazoo Area Runners Board Meeting**

July 6, 2009

Time	Agenda Item	Discussion	Follow-up Items
		<ul style="list-style-type: none"> <li>YMCA didn't commit beyond this year aside from Beyond</li> </ul>	<ul style="list-style-type: none"> <li>future-year facility usage.</li> </ul>
5 min	Raffle licensing	<ul style="list-style-type: none"> <li>Bonnie mentioned that raffles at places where an admission is charged cannot offer prizes collectively worth more than \$100.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
5 min	Communications to event leadership team	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Bonnie to start sharing more information with KAR Event and Program Leadership</li> </ul>
5 min	Set Date for Next Strategic Planning Session	<ul style="list-style-type: none"> <li>The board voted to meet on 31 July 2009 from 6-9 p.m.</li> </ul>	<ul style="list-style-type: none"> <li>Bonnie will confirm the meeting location.</li> </ul>

**Meeting ended 2046**