**SPACE COAST RUNNERS**

**MINUTES OF DECEMBER 16, 2019 BOARD MEETING**

**Tuscany Grill 6:30pm**

**Board Members / Officers Present:** Debbie Wells (President), Caeley Looney (Vice President), Bob Rall (Treasurer), Elisha Gould (Secretary), Jessica Frank, Lindsey Sodemann, Stephen Bernstein

**Director of Operations**: Brittany Streufert

**Board Members / Officers Absent:** None

**Guests**: None

1. **Meeting Called to Order:** 6:40pm
2. **Review and Approval of November 2019 Minutes:** MSP Lindsey/Jessica
3. **Review November Action Items**
4. **Review and Approval of Treasury report:** Bob presented the Balance Sheet, Income Statement, YTD 2019 Budget vs. Actual, and Accounts Receivable Aging Summary. MSP Stephen/Caeley to approve Treasury report, approved.

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1. **Guest/Guest Speakers**
2. **Unfinished Business**

a. Articles of Incorporation – Final Draft in Work

 AOI can be updated as many times as we'd like - cost $35 each submission

b. Power of Pizza Contract – Waiting on Draft

 Brittany to amend & sign Power of Pizza contract and email for next board meeting

c. Scholarship Letter – In work with Marisa

 Debbie is working with Marisa to get the scholarship letter out in early January

d. Marathon Volunteers - Recap and Lessons Learned - Brittany

* Friday packet pickup was bonkers & didn't have enough volunteers scheduled enough - so next year will schedule 4 per shift.
* Expressed to RZ that it was very difficult to tell people picking up that couldn't pick u for other - there are keeping it the same next year. They are still going to do exceptions, but it keep as it is.
* EXPO booth was great, busy the whole time.
* Race day RZ thought the pizza tent was good, on our end it was messed up and we need to evaluate for next time.
* Our page will not include clean up or medal wrapping - all our other responsibilities will be covered on one volunteer sheet.
* RZ wants SCR to volunteer with the Special Olympics next year..
* RZ is thinking about extending the time limit on North Side to get more participants since South Side filled up.... so North clean up will have to be later.
* Slightly down - so we should budget for less expected revenue in 2020.
* RZ has the AED's on hand, but SCR doesn't - do we need one?
* JAN 11th to sign up in store & online for 2020, in store purchases discount. SCR member early registration & discount on that day. Brittany post by the week after Christmas - because members have to be active.
* Bonus medal unwrapping next year so we'll need to keep that in mind when scheduling the medal unwrapping volunteers.
1. **Reporting**
	1. Membership - Brittany

880, down just slight from October

* 1. Race Results/Race Report - Bob
	Nothing new to report
	2. Product Sales - Brittany

Product sales: Expo $1000, $72 at Reindeer Run, $112 at Ragnar

Proposing idea of SCR will send out Christmas gifts - shipping will be $7.99

* 1. Online Store - Brittany

Nothing new to report

1. **New Business**
	1. Committee Updates
		1. **Strategic Planning Committee – Caeley Looney, Chair**
			1. Director of Operations Contract – Debbie (no current action)
			2. Membership Survey – Brittany/Caeley (Status of Actions)
			3. Strategic Plan Update – Caeley
			4. Next Meeting - Thursday 1/9 6pm at Panera in Viera
		2. **Marketing and Communications Committee aka Social – Lindsey Sodemann, Chair**
			1. Website - no updates
			2. Social Media – analytics updates from FB/Website - Brittany
			3. Newsletter
				1. Out of Town Race Reports – Carol Ball
			4. Swag – Update on Spring Planning - Brittany - need to review the budget to know if we have enough for the safety slap bracelets
			5. Socials –
				1. Winter Social, January 5 Oars & Paddles – Alex Kesterson/Chair
				We have the promo items in & event will be advertised via email and social media.
				2. Summer Social/Expo – Debbie Wells, Chair
				3. Awards Celebration Night – TBD Chair

Gift Basket, Chair Debbie Wells

* + - 1. Next Meeting – December 17, 2019 6P Viera ProHealth
		1. **Community Engagement Committee – Elisha Gould, Chair**
			1. High School Scholarship – Debbie/Marisa - In works, will be distributed in Jan
			2. Racing Team Update - Stephen
			3. Club/Partner events - Water stop for non SCR race. Debbie reached out to FL marathon - we have a choice. Board decided the water stop at the relay exchange. Decided to skip the expo.
			4. Group Runs - Brittany

a. Ragnar social - 25-30 people came & they had snacks, a good event.

b. Florida Beer Recap - went really well. Worth the time.

c. Upcoming on Jan 7 - Playalinda Hardware location - we'll talk about Eye of the Dragon.

d. Next one - in Feb in Cocoa Village, location pending - another brewery.

* + - 1. Sunday CV Water/Runs – Cyndi Bergs – Going South
			2. Fun Runs – Website Updated - Brittany
			3. Travel Races – 3/15 Marco Island Half Marathon
			$50 through the end of the month. Debbie is going to start promoting after Christmas - need to get an estimated qty to get a good room block.
			4. Coaching/Training Camps –

SCR/Kaitlin Training Camp is confirmed & Brittany is starting to promote this week. Other camps are confirmed besides Up & Running (Jessica confirmed during the meeting that EB is offering the camp discount).

* + - 1. Volunteer Coordinator - Brittany

Shoe box donations will be happening at SCR events starting Jan.

* + - 1. Hall of Fame/Golden Shoe Task force -
			Will begin taking applications in Feb.
			2. Kids’ Races -
			Reindeer was rained out before the kid's race could happen. Brittany has the prizes for Fly Fish already.
		1. **Race Committee – Brittany, Chair**
			1. ROY Series – Brittany Update on latest meeting:
				1. Applications have been sent out and 3 races have applied so far, Mitch Varnes is planning to submit his races
				2. Next Meeting – January 13, 2020 6P Viera Pro-Health
			2. Battle of Brevard – Nancy Foresteire/Chair

Nancy is looking for a new location

* + - 1. ROY Race Duties – Debbie
				1. Tent – Paul Boucher
				2. Display/Sale Materials – Brittany
				3. Youth Races – Team Captains (course/lead run), Elisha (results), Brittany (awards)
				4. Volunteers – Sign-ups issued via website for tent (Brittany)
				5. SCR Racing Team verification (Elisha)
				6. SCR Group Photo – Brittany will be advertising on social - Skip & Marion Oswald will help take the pics
1. **Next Meeting – Monday, January 20, 2019, 7pm @ Merritt Island Pro-Health**
2. **Adjourn - 8:03pm**

*Minutes Prepared by Elisha Gould, SCR Secretary*