

**Lake Grapevine Runners and Walkers
Monthly Board Meeting Agenda
Monday, May 10, 2010
7:00pm at RAW Clubhouse**

Board Members:

President	Ray Harris	
Vice President	Bridget Smith	
Treasurer	Brad Liles	
Secretary	Doug Noell	
Directors	Susan Barnett	Mike Bassano
	Scott Decker	Tony Flesch
	Emily Johnston	Cindy Lee
	Terry Marcott	

Board members present – Ray Harris, Emily Johnston, Tony Flesch, Bridget Smith, Doug Noell, Brad Liles, Mike Bassano, Terry Marcott

Board members not present: Cindy Lee, Scott Decker, Susan Barnett

Non-board members present: Randa Foster, Kathryn Gleghorn, Danyah Arafat, Jack Hase, Jeff Barnhart, John “Jay” Jones, Craig Minyard, Kat Sparks

Meeting Minutes:

- **Meeting called to order at 7:01 pm**
- **Review previous meeting’s minutes**
- **Race Director (RD) Reports:**
 - **Hound Dog Hustle (HDH), 4/24/10** – Randa Foster
 - 5k – 365 registrants; 1 mile – 232 registrants
 - Damage to volunteer vehicle - \$500 deductible will be paid
 - Total profit - \$9,331.96
 - Contingent upon the final numbers coming in, the board approved a \$500 donation to each of the 15 rescue groups. This leaves RAW with a profit of about \$1,800 for staging the race, timing system, etc.
 - **Double Trouble, 10/9/10** – need race director
 - **Bold In the Cold (BITC), 1/xx/11** – need race director and race date. Will coordinate with Too Cold to Hold. Either 1/8/11 or 1/15/11.
- **Financial Report – Brad Liles**
 - Checkbook balance - \$16,359
 - Contingency account balance – about \$21,000
 - Board approved adding Ray Harris signatory privileges on the RAW accounts

- **Financial Review**
 - Presentation of procedural audit results by Craig Minyard and Kat Sparks
 - Report prepared and delivered to board

- **Membership update – Emily Johnston**
 - Steady membership from last month – 398 households (337 current)
 - We're running low on brochures. Emily will contact Susan Barnett for template.

- **2010 Election Nominating Committee – Terry Marcott**
 - Board positions requiring election
 - 2 yr terms – VP, Treasurer, 3 at large directors
 - 1 yr terms – 1 at large director
 - Candidates identified for VP, treasurer and 4 directors. Looking for more.
 - Minors on LGRAW board of directors
 - Jean Knaack (RRCA) - You can have a minor visit the board meetings or have them as a voice only member, but keep in mind that all board members assume fiduciary responsibility for the organization. So no minor should be a voting member, especially if the club is an affiliate member of the RRCA (part of our IRS group). Minors are not in a position to take on that level of legal responsibility for an organization (in my opinion).
 - Board passed resolution to amend the bylaws to exclude minors from serving as voting members of the board. However, the board welcomes participation in the club and at the board by minors.

- **Activities**
 - **Wounded Warriors run aid station (6/13)**
 - **Wine Chaser (6/19)**
 - **4th of July schedule (7/4)**
 - Board rejected proposal to pay a band to perform
 - **RAW Night at the Movies** – no date scheduled

- **Fund raiser for Grapevine High School basketball coach's 6th grade son diagnosed with Leukemia** – Lauren Cortez asked club for assistance setting up a 1 mile run. Ray will follow-up with her to see how we can help.

- **Best Foot Forward** – nominations due to secretary (Doug) by 6/10/10

- **Footprint advertisements/postage – Ray**
 - We should not be charged, but we are subject to the Grapevine Post Office's interpretation of the rules.

- **Timing Chip Rental Policy agreed to via email – approved at board meeting**
 - Rent tags for \$1.50 each to trusted race directors as long as we do not have a race coming up in the next couple of weeks after they are needed. For any lost tags charge \$4 since we may have to order new tags in large batches and we would have to pay taxes, shipping and handling.

- **Equipment insurance through RRCA**
 - \$2.30 / \$100 insured
 - \$1,000 deductible for each item
 - The equipment insurance policy runs from 3/1/2010 – 3/31/2011
 - Race Clock valued at \$1,000 would cost \$23/yr
 - Speaker system valued at \$1,000 would cost \$23/yr
 - Chip timing system valued at \$10,000 would cost \$230/yr. We would not insure the chips, just the timing box and possibly the mats. This would lower the insured value.

- **Clubhouse updates** – rent is due next month

- **Standard Operating Procedure Manual for races, water duty, etc.**
 - Ray passed around first draft

- **Roundtable**
 - Footprint articles due June 1st.
 - National running day June 2nd. Event being conducted at RunOn! RAW will have a banner or table and brochures.
 - Electrical system appears to be working well.
 - Gleghorns replaced door opener keypad.
 - 3 chips were lost during Hound Dog Hustle.
 - Jack and the Southlake Kiwanis 5k race director discussed putting race brochures into each others race packets. No commitments made.
 - LGRW should not have to pay sales taxes, but if a club member incurs sales tax purchasing items for the club we will continue to reimburse the sales tax until the purchasing processes are better understood.
 - Bridget will lend some water jugs to a lab rescue 5k. She'll pick them up and return them.
 - Bridget will prepare a list of potential awards at the next meeting.
 - Bridget looking for assistance planning 4th of July events.

- **Meeting adjourned at 8:57 pm.**