

# Minutes: FSRC Board Meeting - 2022-08-31

## Attendees

### Voting

- Lou King - Technology Chair, Director
- Tim O'Keefe - Racing Team Member (Jul-Jun), Decathlon Director, Director
- Chris Dutton - Vice President, Market Street Mile Race Director, Nominating Committee Member
- Heidi Novak - Training Coach (RRCA Certified), President
- Michelle Edwards - Secretary, Summer Solstice 8K Assistant Race Director
- Crystal Tressler - Training Coach (RRCA Certified), Volunteer Coordination Chair, Treasurer

### Non-voting

- Oksana Lightfield - Racing Team Member (Jul-Jun), Training Coach (RRCA Certified), Newsletter Editor, Communications Chair
- Ainsley Cain - Training Coach, Community Outreach Chair
- Barb Meely - Membership Chair, Nominating Committee Chair, Nominating Committee Member
- Harriet Langlois - Races Committee Chair, Racing Team Member (Jul-Jun), Women's Distance Festival Race Director, Summer Solstice 8K Race Director
- Carolyn DiMaria - Store Chair
- Lisa Layman - Training Committee Chair
- Claire Heasman - Spires Coach, Racing Team Member (Jul-Jun), Volunteer Appreciation
- Farrah Douglas - Diversity Equity and Inclusion Chair

## Action Item Summary (updates since 2022-05-25)

- Chris Dutton (inprogress):  
Follow up with committees about a Roles and Responsibilities document.
- Crystal Tressler (inprogress):  
Add a question about the website (rate 1-10, e.g.) to the next survey which goes out
- Crystal Tressler (closed):  
Seek volunteer to take on LB race director role for 2023
- Crystal Tressler (closed):  
Crystal will follow up with Brett Shelly for more specific information.
- Crystal Tressler (closed):  
Crystal to do outreach to find a new training committee lead.
- Oksana Lightfield (closed):  
Oksana to advertise for training committee in Newsletter
- Lou King (closed):  
Lou to upload the new documents into Membertility
- Harriet Langlois (closed):  
Harriet to write a budget proposal for a second AED

- Michelle Edwards (open):  
Michelle E to put together a table of committees and recommended board members point of contact to circulate for offline review
- Lou King (closed):  
Lou to create a membership task to annually review the admin for the Facebook pages and groups and assign to communication chair
- Harriet Langlois (open):  
Harriett will create a work instruction for race services leads

## **Motion/Vote Summary**

- (approved)  
Approve the minutes from the May 25, 2022 Board Meeting

## **Discussion Items**

### **Call to Order**

Meeting called to order at 6:35pm

### **Approve minutes from 05-25-22 Board Meeting**

MOTION approved [mover Lou King, seconder Tim O'Keefe]:

Approve the minutes from the May 25, 2022 Board Meeting

votes: Chris Dutton (approved), Crystal Tressler (approved), Heidi Novak (approved), Lou King (approved), Michelle Edwards (approved), Tim O'Keefe (approved)

### **Review Q2 treasurer's report [Crystal Tressler / Treasurer]**

ACTION: Harriet Langlois (closed)

Harriet to write a budget proposal for a second AED

## **President's Report**

### **Directors as a resource for Committee Chairs [Heidi Novak / President]**

Discuss dividing up the committees and having the Directors oversee the committees and be a resource.

The board is supportive of this and recommends utilizing all Board members, not just directors

ACTION: Michelle Edwards (open)

Michelle E to put together a table of committees and recommended board members point of contact to circulate for offline review

**Date for Get Together for members interested in being on the Board [Heidi Novak / President]**

Now that the Nominating Committee has been formed and will be trained soon, we can look at our calendars to plan a date for a get together. This would include Board members and the Nominating Committee, as well as members interested in being on the Board.

**Additional help for Race Services [Mark Lawrence / Race Services Chair]**

There is a need to further build out the team to lead races as alternates or backups for Mark. Anyone interested or have suggestions?

The goal is to have several people who can lead a race so that no one person has to lead more than 3-4 per year.

ACTION: Harriet Langlois (open)

Harriett will create a work instruction for race services leads

**email group review [Lou King / Technology Chair]**

- added a task to review email groups annually, assigned to me (Lou)
- I will need help reviewing these and hope to contact those who will help soon

ACTION: Lou King (closed)

Lou to create a membership task to annually review the admin for the Facebook pages and groups and assign to communication chair

**Other Discussions**

**Status Report Highlights and Other Discussions**

Community Outreach –Ainsley is looking for community opportunities that align with our mission and also allow for recognition of us as a group. Some ideas that were brought up were: Volunteering at a Soup Kitchen, a Booth at In the Streets, Fire and Ice sculpture, or a boat for Sailing Through the Winter Solstice.

Crystal mentioned that there may be a sponsorship opportunity for an indoor track that is being built on Butterfly Lane. She also suggested that the club join the Mt Olivet Cemetery Friends (\$20).

**Meeting closed at 7:36pm**

**Next Board Meeting November 30, 2022**