Charlottesville Track Club Board of Directors Meeting

August 15, 2022

Virtual meeting - by Zoom

Board members present: Scott Wiseman, Katie Walker, Tim Wendel, Keith McLaughlin, Rick Willis,

and Diane Rosin

Absent: Suzanna Turanyi, Nick Lancaster

7:01 PM: Meeting called to order and quorum established

With 1 minor change noted, Rick moved and Tim seconded that the **minutes of the last meeting** be accepted; all approved.

At the request of the race organizers for the 2022 **Women’s Four Miler**, an email will go out through Constant Contact to the CTC email list to encourage additional runners to register for the race and to put a call out for more race volunteers. Race date is September 3, 2022.

Do we need to find a new **W4M race director**? Mark, Alec and Audrey are co-directing this year so is someone new needed for 2023? Scott to check with them. Note added after meeting: MarkL sent an email in July saying that he, Alec and Audrey would co-direct for 2022 and 2023.

**Race Fest 2022** standings have been and will be updated. There’s a link to the standings on the CTC Race Fest web page.

Status of **new C10M race director:** 2 people have expressed an interest but haven’t yet committed. Rick knows one of them and sent an email to ask how interested they are. Scott to get update from Nicole. Potential new directors should know that Nicole is willing to provide coaching. After meeting: another call for new director has been posted on FB.

**IRS matters**. Scott reached out to Bob Good’s office for an update on their facilitation of the reinstatement of our nonprofit status (lapsed due to – in our view – IRS not having acknowledged our timely submission of required tax returns and other documents). His office is expecting to get a reply from the IRS on 9/16/22 and Scott will let us know the outcome. Re: W4M donors – we can still say quite honestly that we are a nonprofit organization (with regard to our finances) but our IRS status has temporarily changed (we hope to have our 501(3)(c) status reinstated soon).

Our bylaws state that we must hold our annual **election of members of board of directors** during the month of September, and there was discussion of zoom vs. in-person **meeting** possibly combined with our **annual party** (which was last held in 2020 pre-COVID). Katie, Diane and Nick are in the middle of their 2-year term. The other board members are at the end of their 2-year term. Members willing to go on the ballot for another 2-year term: Rick, Keith. Scott would like to roll off the board; Tim to reply with intention later; Suzanna to be contacted to ask if she would like to go on the ballet for another term or if she wants to roll off. Review of roles of the treasurer – receiving invoices submitted to CTC and writing checks as needed (others who are currently authorized to write checks – Diane and Scott), preparation of annual budget of expenses and annual treasurer’s report, accounting of CTC race finances (summary of income, expenses, donations to beneficiaries for each race), and collaboration with accountant to provide details needed for annual tax return filing.

A notice will need to go out through Constant Contact requesting nominations for new board members; it is already on our website (Diane to update) and can go on our Facebook site. Possibly in the next newsletter, too, but it won’t go out until after the W4M and timing might be tight. It was suggested that we combine the meeting with an outdoor party with time allotted for MarkL’s annual announcement of awards; the meeting portion could be streamed by zoom for members who can’t attend. Champion Taproom or Grill were suggested as sites with covered seating; Diane to reach out to her contact at Champion to inquire about logistics and possibilities. Possible dates: 9/15 or 9/22 (9/29 as later backup option); Scott to make sure that MarkL can make one of these dates.

Keith reported that all **2022 scholarship** recipients were notified 7/19. Everyone was very pleased.

· All college payment information was completed and emailed to Suzanna

· Suzanna will send checks when she returns from her travels

· Three photos were received from the winners but only two are track & field photos; list of recipients to go in next CTC newsletter.

- It was agreed that the deadline should be earlier for 2023 so that 1) the CTC scholarship opportunity is part of the list provided by schools to their students (hoping that we’ll get more applicants), 2) there may be a possibility of announcing recipients during school award ceremonies, 3) students and families have more time to plan finances for college, etc. Keith will contact a school counselor to learn the best timing of our deadline for the schools’ calendar.

Discussion of **NYD 5K 2023** and Keith’s report on planning

* + Land owner has been contacted and gave permission for parking during the event
	+ Beneficiary undetermined – Keith to ask Nicole for a suggestion, perhaps of close seconds from the C10M who didn’t get funded
	+ Same gift as 2022? – yes – use the headbands we still have remaining
	+ Food & awards – 2022 CDC guidelines prevented any food or post-race gathering but that may change for 2023
	+ RSU Race website has been updated and will go live 10/3/22. There will be an option for a non-binary registration but we don’t have race categories established at this time to accommodate a non-binary winner. TBD later, if the matter arises.
	+ Registration fees would increase 1 week before and again 2 days before the race (by $5) to encourage earlier registration
	+ Race logo that Jackie designed just needs to have the year updated. Keith to ask Jackie.

**Social media accounts**. Continued discussion on the need for professional support or a volunteer for IT. What we need – create content for emails (maintain constant contact list?) and to post on FB, IG, and CTC website; possibly expand into videos. Possible source(s) of interested and knowledgeable person: local high schools or UVA students in digital media course; find out if the person who does RMRS media has time for an additional project with CTC.

Just a few more steps are needed to get **Free Youth Memberships** for CTC established. Scott will contact Nicole to give her details she requested for adding the category in RunSignup. Once that is finished, Diane will update the CTC website membership page.

The **next meeting** will be by zoom: 9/26/22 at 7 PM (note: this is the 4th Monday of the month)

The meeting was adjourned at 7:58 PM.

Respectfully submitted,

Diane Rosin, Secretary