

River City Runners & Walkers Club

Board Meeting Minutes

February 6, 2025

Attendance:

<i>Scott Burnham</i>	Joe Corra	Joe Wiltsey - A
<i>Kevin Trippett</i>	Chip Allman	Daniel Raper - A
<i>Steve Browning</i>	Tom Kramer	Brenis Phillips
<i>Jason Henthorn</i>	Amy Eddy	Lauren Fissel
Sharon Marks	Nancy Goff	Jenn Parsons
Marta Bailey	Cherrie Cowan	
Melissa Wigal	Jason Mader	

Call to Order:

(By President Scott Burnham @ 6:33 pm quorum verified with 17 attending.)

Review & Approval of Minutes from January:

Minutes from December showing Chip A. was on the Turkey Trot committee. He is not Sharon M. and Marta B. are on that committee.

Minutes also show that Nancy G. is on the Publicity-Social Committee. She is not Marta and Missy W. are on the committee.

Jason H., club secretary, will correct those and send them to Daniel for posting on the website.

Chip made a motion to accept the minutes pending corrections, Sharon seconded the motion, and the motion passed.

OFFICER REPORTS

President:

Scott recognized guest Darlene Stout to the meeting.
He has nothing to report.

Vice President:

Kevin T. has nothing to report.

Treasurer: Financial Report

Total Income: \$ 3,006.53

Total Expenses: \$ 2,375.66

Community Bank Checking Reconciled: February 3, 2025, \$58,211.42

Motion to accept: Chip

Second: Sharon

Steve B. reports that the hoodies for the Winter Series will be invoiced soon, and that money will come out of the account. Those will be the most expensive items.

Kevin asked Steve about check #3672 which is written to Steve in the amount of \$1,825.00. Kevin also asked if the checks require two signatures. Steve informed the board that yes, two signatures are required for checks and previous President Missy W, had signed a couple checks ahead in case someone was needing paid. The reimbursement was for the RCRWC insurance.

With those items being added to the minutes for clarification Chip made a motion to accept the treasures report, Sharon seconded the motion, and the motion passed.

Secretary:

Jason reports he has no correspondence. He was informed by some on the board that they respond to the emails that he sends but for some unknown reason they do not come through. He said he will start a new email chain when he sends information to the board.

He informed the board he generated a master phone and email list. The list was sent around, and no corrections were needed. A copy of the list will be available to the board if they need one.

A monthly meeting list was sent around as well and that too will be available upon request.

He started a new group text chat for the board for reminders and other information that they need.

COMMITTEE REPORTS

Race Committees

Winter Series Committee: (Scott, Missy, Daniel, Kevin, and Joe C.)

Scott reported that the Icicle 5k had 275 participants and the Valentine Classic currently has 215. The Valentine Classic will be held this Sunday, February 9, 2025, at Henderson Hall in Boaz, WV.

Scott also reports that he and Steve have spoken about the financials for the Winter Series and the current figures show a potential profit for this year.

Turkey Trot Committee: (Sharon and Marta)

Nothing to report

Trail Series Committee: (Steve, Cherrie, and Scott)

Cherrie C. asked Steve for some information regarding a grant she is writing. The date for the McDonough Trail Race is July 26, 2025. The City of Vienna is on board with this race. They are requesting a police officer be stationed at the entrance to the park and Rosemar Road. The officer will help people crossing Rosemar to the top of the hill. RCRWC will pay for the officer.

Chick-Fil-A Road Race Committee: (Chip)

Online registration is open and a few have registered.

Chip asked if the \$100 fee to be in the River City Race Series could be moved over instead of him writing a check. Steve said he will take care of that.

Kicks for Kids Committee: (Sharon and Marta)

Sharon asked if the \$100 fee to be in the River City Race Series could be moved over instead of her writing a check. Steve said he will take care of that as well. Jason will get a bridge start date for the Juiliana Street bridge project. The location of the race start may have to be altered, Jason will let Sharon know.

Kids' Series Committee: (Amy and Sharon)

Amy is finishing up the calendar for the Kids' Series, she will send that to the board, and we will post it on social media.

She has not heard anything from the Ritchie County race regarding the Kids' Series running at that 5k. She called with no response. Lauren F. knows the lady

over the organization, and she will reach out for her to call Amy.

The first race for the kids will be held on Saturday, April 5, 2025, at 9:00 on the Jackson Middle School football field. The sponsor is Premiere Dental Group.

Amy is waiting on a grant decision for the series. This grant is different than the City of Parkersburg.

River City Race Series Committee: (Scott)

Scott reports that thirty-three people completed the required races to receive awards at the banquet.

He also has some changes to the River City Race Series regarding the number of races.

RRCA Report: (Tom)

Thanked the club for putting RRCA back on the minutes and agenda.

He has nothing to report.

CLUB PROGRAMS

Mile Contest: (Carol Cathey)

Going well. Carol is asking folks for their monthly miles.

Racing Points Contest: (Joe C.)

Joe reports that he has the old email address working.

He wants to change some information for points or start a brand-new email address, this will help any confusion people have.

SCHOLARSHIP COMMITTEE

Washington County XC Scholarships: (Scott, Joe W., and Chip)

Nothing to report

Wood County XC Scholarships: (Chip and Sharon)

Nothing to report

Gary Olgivie Scholarships: (Sharon, Marta, and Tom)

The committee is implementing a new guideline for potential recipients of this scholarship. This is in New Business.

COMMUNICATION COMMITTEE

Website: (Daniel and Joe C.)

Joe says it is going well. Daniel forwards emails to Joe, and Joe responds.

Nancy G. asked about the minutes and said they are not on the website for folks to view. Jason stated he can send the minutes to Daniel so he can post them on the website starting with January 2025 minutes.

Facebook: (Jason)

This is discussed in New Business

Text: (Jenn and Lauren)

Jenn and Lauren are asking for addresses of race locations so they can send this out with race information. Not everyone knows where the races are held. They will send out the calendar once it is completed.

Email: (Jenn and Lauren)

Jenn, Joe C. and Jason need access to MailChimp.
Scott will take care of granting access.

Membership Committee: (Jason M.)

Jason reports that membership is going well. RunSignUp is a wonderful tool the club utilizes. Jason and Scott can grant access to any board member who requests it. There is a place in the users' profile to view their membership card. This can be screenshotted for proof to show businesses so the members can receive discounts.

Asset Management Committee (Timing – Equipment): (Tom and Joe C.)

Tom reports that the storage building was unlocked when he went to it. He explained to the board how to properly secure the unit to protect our property.

Publicity – Social Committee: (Marta and Missy)

Marta reports they are ready to go for the awards banquet. They are using club tablecloth for the awards table. Speaker, Carl Hatfield, has a table to use as well. Colombo's is catering the meal and Cheryl's Diner will provide dessert. Erica Bailey made cookies for us as well.

Newsletter Committee: (Jason)

I received old newsletters from Chip. I want to implement some old stories and their format into the new format. I will try and have a rough draft to the board at the March meeting.

Old Business:

Scott spoke with Trade Home Shoes in the Grand Central Mall. They have agreed to give club members a 10% discount on shoes. Members can show their digital proof of membership to an associate to receive the discount. Scott also stated that he mentioned to them about sponsoring a race. They will get back to him on that.

New Business:

The Gary Olgivie Scholarship committee wants to change the language of how the scholarship is written. New language shall state that potential recipients MUST be a club member for a calendar year to be eligible. Example would be for 2026 eligibility the recipient would have to be a registered member for the full calendar year of 2025. The new date that the paperwork must be completed is January 1. A motion was made by Sharon to change the language of the Gary Olgivie scholarship and Kevin seconded the motion, and the motion passed.

Scott has the River City Race Series Calendar ready for the 2025 season. He wants to include Thunderbolt Running and Timing's Leprechaun Dash and Bash 5k on March 15. There was a discussion on insurance coverage and whether the club would support the effort. The board agreed they would, stating a new race on the calendar would be good. There are two new races that are being added as well. There will be 16 races and participants must complete 8 races to be eligible for awards. The Trail Series will be three race series but will be on the calendar. Scott made a motion to accept the calendar as written, Lauren seconded the motion, and the motion passed.

Lauren asked if the club would support an Instagram page that bears the name River City Runners and Walkers club like the Facebook page. The board had some discussion, and we agreed a new social platform would be good considering younger generations do not use Facebook. Kevin made a motion to add an Instagram account for the club that Lauren and Jenn would manage. Jason seconded the motion, and the motion passed.

The club discussed adding "Events" on the Facebook page for the races the club owns. Jason said he will create events so folks can share them, access them easily, and look for them on the Fitness tab on Facebook.

Jenn asked if the club has a universal waiver we can use for pictures and whatever else the club uses for promotions. We would like to add it to

RunSignUp, Kevin will research it and report back to the board what he finds.

Kevin was on RunSignUp and has discovered a way that the club or race directors can utilize a tool for giving discounts on race registrations for club members. He can show anyone or director that would like to see it.

Missy said the Beginner's Clinic starts Monday, April 7 and runs through Monday June 9. The meeting time will be at 5:30. Since City Park renovation work is being done, she will check and see which shelter she can use for registration and pre-workout activities. She has the following sponsors Parkersburg Cardiology, In Motion Physical Therapy, Wigal Electric, and BodyLogics. She will contact the city and have them put the information on their electric sign on Park Avenue.

Other Comments for the Good of the Order:

Happy running or walking be safe!

Adjournment:

Motion: Chip

Second: Sharon

Motion passed

Next Meeting: Thursday, March 6, 2025, 6:30 pm Wood County Library

Secretary: *Jason Henthorn*