



## Lake Grapevine Runners and Walkers

### APPROVED Regular Monthly Meeting Minutes - November 19, 2008

7:15 p.m. at the Clubhouse

#### Board Members Present:

- Thomas "T.O." Okazaki, President
- Mary Keeffe, Vice President
- Brad Liles, Treasurer
- Kathryn Gleghorn, Secretary
- Steve Grady, Jack Green, Kirsten Keats, Cindy Lee, Fireman Ken MacInnes and Robin Pearson, Directors

#### Board Members Absent:

- Doug Noell, Director

#### Non-Board Members Present:

- Tony Flesch, Doug Keeffe

#### Meeting called to order at 7:22 p.m.

- **Review of October 2008 Meeting Minutes.** Motion was made to accept the minutes. Vote carried to accept minutes.
- **Financial Report by Brad Liles**
  - Double Trouble Financial Analysis overview. Net proceeds were \$4,368.68, which was \$1,668.68 over the projected proceeds.
  - Presented a 6 Month Estimated Budget through 5/2009. Net balance is estimated to be \$3,665.04 based on the estimated proceeds and expenses.
  - YTD, the club is \$1,325 OVER budget on club supplies.
  - Treasurer has agreed to categorize Administrative expenses into 6 categories so we can better track where we are spending funds. Categories are: Club Supplies, Footprint Expenses, Membership Expenses, Promotional, Clubhouse Maintenance & Repair and Social.
  - Financials will be provided at the End of the Year and then Quarterly in 2009.
- **Race Director (RD) Reports:**
  - **Bold In the Cold, (BITC), 1/10/09** – Not Available
  - **Double Trouble, (DT), Held 10/18** – Covered in Brad's Financial Report
  - **Hound Dog Hustle, (HDH), 4/25/09 - T.O.**
    - Ad will be in upcoming "Footprint".
- **Old Business:**
  - David Ball designed the Koozie logo and order has been placed.
  - RAW Race Clock is being stored for the winter at T.O.'s.
- **New Business:**
  - The pros and cons of aligning the budget with the club's fiscal year were discussed. Pro is that each new board term would have control over how the budget was decided upon instead of working with the previous board's budget.

- Two year term for board members and officers was discussed. At a future meeting, recommendations will be made on what board positions should have a two year term. By-laws will need to be adjusted to reflect the length of service.
- **Committee Reports:**
  - **Clubhouse Maintenance**, Fireman Ken
    - Bathroom repairs- Leak fixed. Won't retile floor. Will rework ceiling and install working fan.
  - **Media & Community Liaison**, Robin Pearson
    - Will submit nominations for the Runner Triathlete News Poster & T-shirt Contest.
    - Keep Lake Grapevine Beautiful on Sat., 11/01/08 had 28 RAW volunteers.
    - Grapevine Courier had photo with Tia Metzger and Mary Keefe.
    - Adopt-A-Family" for Christmas managed by the Roanoke Food Pantry. Helene Walker has left information in the clubhouse.
  - **Fun Runs/Club Librarian**, Jack Green
    - Anti-Turkey Trot will be held on 11/27/08 at Rockledge.
    - Hang 10 Hangover Run is being planned for 1/1/09. A budget of \$100 was approved.
    - Bookcase will be installed in clubhouse.
  - **Brochures**, Steve Grady
    - Brochure holders are in hand and will be installed in their locations pending landlord approval to place on clubhouse exterior.
    - David Ball had a printer in Fort Worth print the order for 1500 "business cards" to be placed in the holders.
  - **Membership Database/Membership/Footprint Distribution**, Kirsten Keats
    - **Membership:**
      - Household memberships are at 305, totaling 555 members.
      - Late households are still an issue. The number is 66, but continues to decrease.
      - Membership has given a favorable response to the "reminder cards" letting them know their membership renewal is due. These are individually attached to the newsletters prior to mailing.
    - **Footprint:** Positive feedback on the newsletter printer, Post Nexus Print Shop. Positive feedback on the newsletter content as well.
  - **RAWear**, T.O.
    - Still working on The Active Joe to obtain estimates on RAWear.
    - RAW sweatshirts are selling; 6 to date.
  - **Social Coordinator & Yearbook Editor**, Cindy Lee
    - Holiday party planning is on track. Will post on Forum and send out a mass email to the membership. Date is Saturday, 12/6/08.
  - **RAW Awards Banquet**, Cindy Lee
    - Karen Bosworth has agreed to use of her home for the banquet.
    - Ideas were tossed around about how to "stage" this event. Cindy will put together a plan and budget in early 2009 for the board to review.
- **RRCA News**, Kathryn
  - Kathryn, Kirsten and T.O. submitted 9 club members and the Footprint for RRCA Annual Awards. RAW's website was also nominated and Kathryn will serve as the "club reviewer".

- T.O. agreed to “captain” RAW’s team for the Mayor’s Race 5K Fun Run on 12/13. The two championships up for grabs are “Fastest RRCA Club in North Texas (co-ed team) and the RRCA North Texas Club Challenge Champions (most participants).
- RRCA North Texas Club Conference on 12/13. \$25 per person, 11 a.m. – 3 p.m.
  
- **Round Table:**
  - Doug Keeffe gave the board his vote of confidence. He stated that as long as we don’t lose members, don’t spend all the club money, and don’t lose the clubhouse that we will serve the membership well.
  - Cindy took a poll of who in attendance had attended a RAW banquet.
  - Kirsten will provide Brad with an up to date club households headcount so he can submit our RRCA membership and insurance renewal documents.
  - T.O. said RAW was well-represented in San Antonio for the inaugural Rock “n Roll marathon & half-marathon.
    - Members are invited to sign Elliot’s get well card. Elliot, the trail cat.
    - Thanked the board for their service to date.
  
- **Meeting was adjourned at 9:16 p.m.**