

**PTC BOARD OF DIRECTORS' MEETING**  
**Nelson's Grant Clubhouse, Yorktown, Va.**  
**Tuesday, February 11, 2020**

**Board Members Attending:**

Steve Peters, President  
Christine Schaffner, First Vice President  
Pam Garrett, Second Vice President/RRCA Liaison  
Mike Thomas, Treasurer  
Helen Worthington, Secretary  
Maria Peters, Social Coordinator  
Bruce Davis, Newsletter Editor  
Steve Amarillo, Membership Chair  
Jaime Cox, Volunteer Coordinator  
Thea Ganoë, Webmaster

**Board Members Absent:**

George Nelsen, Immediate Past President  
Rick Platt, Race Scheduler  
Scott Bartram, Course Certifier  
Amanda Collier, Litter Getter Coordinator  
Robert Trujillo, Coach  
Connie Maxwell, Triathlete Information

Steve P. called the PTC Board of Directors' meeting to order @ 7 PM. Motion was made and seconded to accept minutes of the January Board of Directors' meeting. Motion approved.

**Treasurer' Report:**

Mike reported that he now has electronic access to both the checking and the scholarship accounts. He can now also set up bill pay for those to whom we make regular payments. From now on, the savings account will be considered the scholarship account, and the funds will not be commingled. The savings has a balance of \$11,391.50.

Bruce explained how the scholarship had worked in the past: some years we didn't give any scholarships, so proceeds remained in the checking account.

Bruce said he would mail a spreadsheet with an estimate of how much of the cash balance is scholarship related.

The \$1,400 from the shipyard is designated as a donation to the scholarship race and should go into our checking account for now. The scholarship account will be reconciled after the race (March 28). Then the balance will be tracked and recorded after the 2020 scholarships are distributed.

**President's Report:**

President Steve reported that the February 18 membership meeting will be held at Nelson's Grant Clubhouse. The agenda will include a vote on the PTC constitution.

There are no meetings scheduled for March or April, but we are considering having a club-sponsored Pub Run. The board discussed a number of options and decided that April 15 at

Oozlefinch might work. Steve will talk to them, make sure that is a good time, and confirm it with the board.

**First Vice President:**

No report.

**Second Vice President / RRCA Liaison:** See Round the Table.

**Newsletter:**

Bruce reported that the next newsletter stuffing will be at Michele Grove's home on March 5. The deadline for the President's Column is the last weekend in February.

**Membership Chair:**

Steve A. reported 339 memberships. Membership summary attached.

We had two new volunteers at last Saturday's race.

PTC T-shirts: We need to order additional shirts but have not been able to find them cheaper anywhere else, so we will order them from Colonial Sports.

**Volunteer Coordinator:**

Jaime reported that we need volunteers for the One City expo, which will be on Feb. 28-29 at the Holiday Inn in City Center. We will set up from 8-11 on Friday and will have our PTC flags there and also at the water stop on race day; expo hours are 12-7 on Friday and 10-5 on Saturday. We have 15 volunteers for the water stop. We will offer a raffle for PTC jacket if someone joins at the expo. We will also have our Square so that we can accept credit cards.

**General Discussion:**

Recapping the Run for the Heart 10-Miler, President Steve reported that Patricia Travis, who fell and was injured at the finish line, is doing okay. He was impressed with the response of the other runners and volunteers but not the EMTs. We should get feedback to the race director (John Edwards) about the following: 1) there should be a portable toilet at the start or finish line and also at the triangle on the course; 2) EMTs should be parked near the PTC trailer.

Bruce indicated that he will get back to John Edwards about the race being an RRCA event.

Also, the insurance for that race was also discussed, concluding that we technically should not have that race under our RRCA policy. It should be the race director's job to secure insurance. Steve Peters will draft an email to John Edwards.

**Photographer:**

The photos are saved on the Google Drive, then Thea puts them into the Google album.

**Race Schedule:**

Bruce outlined the race schedule for the next few weeks.

**Social Coordinator:**

The spring social activity might be a Club Pub Run (see old business). The social coordinator is also working on the July 11 picnic, as well as working with Thea Ganoe on the Trailzilla series.

**Webmaster:**

Thea brought her laptop to display our WordPress website. She also updated some info.

**Litter Getter:**

No report.

**Course Certifier:**

The Coast Guard course is up for re-certification this year, which Scott Bartram will work on.

**Coach Report:**

Coach Chris reported that intervals had been canceled the previous week. Robert will be out of town the next two weeks, so Chris will coach for those interval sessions.

**Old Business:**

PTC Jackets: Steve A. said that jackets have been ordered in women's sizes and will be at the One City expo.

The scholarship information will be in the next newsletter. The race has obtained insurance.

Pub Run: Steve P. will inquire about whether April 15 would work for the run.

Constitution: The number of general membership meetings will be changed to quarterly. We will post it on the website a few days prior to the February membership meeting and email the notice that we will vote. Bruce will make the suggested changes, including removing the requirement for membership brochures.

**New Business:**

The Newport News Shipbuilding 5K has inquired about our availability to score their run for 1K-2K runners. The date conflicts with the Fox Hill 5K on May 16, and the race would probably need to be chip timed. Steve P. will talk to Kurt to see if he is interested.

Discussion on the Up Center/Step Up Stairclimbing Event (April 18), Virginia Beach Town Center. We might want to list in our *Races in Other Places* section of the newsletter.

Bruce suggested that we score the April 4 Run for H-E-A-R-T, which is an organization that helps rape survivors. The date/time conflicts with the Yorktown Victory 10K, a Hampton Roads Super Grand Prix. We could do it with minimal volunteer support, and Bruce has agreed to take it on.

An inquiry for a proposed race in Hampton was fielded by Steve, Rick, and others from Winston Langham (a board member of the Hampton Omega Foundation) who emailed Rick initially. Steve Peters has been communicating with him, and we are now looking at a possible date and course.

**Round the Table**

Maria announced that January 16 would be the Awards Banquet date for 2021 (CRR banquet will be Jan. 30.) She discussed the conflict between the Menchville 5K (a PTC Grand Prix) and the Harwood Mills Half-Marathon. There was discussion about possibly getting Menchville to change their date.

Maria also updated the board about working with Thea to obtain insurance/permits for the Trailzilla series.

Steve A. announced that there will be a new race on October 17, 2020, the 6K9, which will be held at Sandy Bottom Nature Park, to benefit the Animal Aid Society, a no-kill shelter. We discussed having two chutes—one for humans and the other for humans/canines. Pam will research the RRCA rules about dogs at races.

Pam discussed the revised contract and went through each section and made notes about the discussion points for each one. One of the goals in the contract revision is to ensure that the race direction understands what is expected of both the PTC and the race director. She will update and email the Letter of Engagement to board members for review.

Chris Schaffner will reach out to the NN Shipbuilding 5K race POC.

We discussed how many of the PTC documents have been uploaded to Google Docs. You must have a Gmail account to access Google docs.

The New Year's Day 5K was a financial success, but we did not designate a beneficiary because we obtained the permit too late to do so. However, Thomas Tate had asked if we could designate next year's proceeds/sponsorship money to his school kids (proceeds to York High School). There was agreement that this would work as long as Thomas serves as race director for that event.

Jaime indicated that Gary Porter was not able to manage the aluminum can recycling any longer. Another problem is that we get such a small financial benefit (\$40 for an entire truck load), that it isn't worth the effort required to do it. Steve Peters indicated that saving just the pull-tops from the cans could benefit the Ronald McDonald House in Richmond.

There being no further order of business, the meeting adjourned @ 9:05 p.m.

**Reminder: The next PTC BOD meeting will be held on Tuesday, March 10, 2020 @ 7PM @ Steve & Maria Peters home, Yorktown, VA.**

Respectfully submitted,  
Helen Worthington  
PTC Secretary