

**PTC BOARD OF DIRECTORS' MEETING**  
**Nelson's Grant Clubhouse, Yorktown, Va.**  
**Tuesday, January 14, 2020**

**Board Members Attending:**

Steve Peters, President  
Mike Thomas, Treasurer  
Helen Worthington, Secretary  
Maria Peters, Social Coordinator  
Bruce Davis, Newsletter Editor  
Steve Amarillo, Membership Chair  
Thea Ganoë, Webmaster

**Board Members Absent:**

George Nelsen, Immediate Past President  
Christine Schaffner, First Vice President  
Pam Garrett, Second Vice President/RRCA Liaison  
Jaime Cox, Volunteer Coordinator  
Rick Platt, Race Scheduler  
Scott Bartram, Course Certifier  
Amanda Collier, Litter Getter Coordinator  
Robert Trujillo, Coach  
Connie Maxwell, Triathlete Information

**President's Report:**

- Steve P. called the PTC Board of Directors' meeting to order @ 7 PM.
- Motion made (Bruce) and seconded (Steve A.) to accept minutes of the December Board of Directors' meeting with one correction (date on the July stuffing should be 23).
- President Steve attended the Peninsula Road Racing Hall of Fame committee meeting earlier in the week. Three inductees were approved, and two will attend the PTC Awards Banquet.
- Discussion about membership meetings: The number of meetings required per our bylaws is six per year. Bruce has the bylaws and will distribute to other board members. It is possible to revise the bylaws to adjust number of meetings required. Other related topics include: 1) Poll the membership to gauge what kind of meetings/programs they want and announce in the next newsletter. 2) Suggested meetings are spring (April), summer (picnic), fall (in Sept. or Oct.) and winter (Dec.).
- Steve P. contacted Pam about the trophy for the Members' Choice Award (but not the latest draft contract). He asked that the board look at *the How to Put on a Road Race* booklet (on the PTC website) and indicated he would ask Pam to send the draft contract revision by Jan. 31.

**First Vice President:**

- No report.

**Second Vice President / RRCA Liaison:**

- No report.

**Newsletter:**

- Newsletter stuffing schedule is as follows: January 30 – Jennifer Little, March 5 – Michele Grove, April 9 – open, May 14 – Karen Schenck, June 18 – Ron & Helen Worthington, July 23 – open, August 27 – open, October 1 – open, November 5 – open, December 17 - open.

**Membership Chair:**

- Steve A. reported 338 memberships for January (79 new members and 57 renewing from the New Year's Day 5K race). Membership summary attached.

- Discussion about additional newsletters required: Will increase printing to 425. About 25 memberships are multifamily (some will receive more than one newsletter). Talked about collapsing them into family memberships.
- Discussion about how to retain members: Board members should think about additional social activities we could plan for the spring and fall.

**Treasurer:**

- Mike discussed and distributed the Income/Expenses report for period ending December 31, 2019. The closing balance is \$14,844.69 (please see attached for details).
- Discussion about balance in savings versus checking account and how much is in the scholarship fund: Bruce is the only signatory on the savings account (he believes is about \$12,000). Board needs to decide what the scholarship baseline is and convert the savings account to reflect balance in the scholarship fund so that monies will not be comingled. (More discussion later about scholarship account.)
- Steve P. mentioned that he had sent \$200 security deposit for the Edgehill Clubhouse (which he should get back); they gave us the \$500 sponsored rate for rental (instead of \$800).

**Volunteer Coordinator:**

- No report.

**Photographer:**

- No report.

**Race Schedule:**

- Bruce said that Fort Eustis had approached us to score a 5K on Thursday morning, May 21. Several members indicated a willingness to help.
- Steve P. mentioned an email from Lindsay Olson at Tabb High School confirming their race date of May 2. Bruce will follow up.

**Social Coordinator:**

- Maria reported that PTC Potluck Awards Banquet scheduled for January 18 at the Edgehill Clubhouse. There was a small glitch in the SignUpGenius, so to ensure enough food, she will supplement with ham, baked ziti, and meatballs.
- Picnic is scheduled for July 11 at Pavilion 2 at Bethel Park.
- She indicated she would begin planning a spring social activity.

**Webmaster:**

- Thea brought her laptop and demonstrated some of the behind-the-scenes editing processes in our WordPress website. She also updated some of the email addresses.

**Litter Getter:**

- Next Litter Getter is January 26.

**Course Certifier:**

- No report.

**Coach Report:**

- No report.

**Old Business:**

- PTC Jackets: Steve A. said that jackets will arrive on Thursday. Our cost is \$32. We ordered 30 and will sell them for \$30 each. No sales tax is due.
- PTC Members' Choice Award will go to Danielle Hundley for the Joe and Sue Moore Scholarship 5K. A perpetual trophy is being purchased, but Steve P. suggested that we also give Danielle something else. Since we'll have the jackets, the board agreed to give one to Danielle as the race director for the favorite overall race and also one to George as the outgoing president.

**New Business:**

- PTC scholarship race accounting: Discussion continued about separating the operating account from the scholarship account and using the current savings account as the scholarship account. Other related topic: reviewing and publishing the dates and rules for

scholarship applications (e.g., only members are eligible, and club participation is one of several criteria, etc.).

- In the past, no more than \$6,000 was disbursed in any given year; maximum scholarship per applicant is \$1,500. Some years we gave the full amount; other years, we had one applicant or even none.
- Board will document how it will operate in the future.
- PTC (Pub) Club Run: Steve P. suggested we could do a quarterly club run and pick a different location each time (e.g., Oozlefinch at Fort Monroe). Discussion about insurance (our RRCA insurance should cover it) and whether a permit would be required (doubtful). Steve will look at calendar and discuss at next meeting.

#### **Round the Table**

- Banners for HRSGP: Steve A. says they're ready (each club has one), and he'll give the receipt to Mike, who will send to other clubs.
- Steve A. also said that Kurt Weidman purchased timing mats so that he doesn't have to use the big gantry. He'll time a race for free to test them out. Timing system worked great for Fast Before the Feast; it didn't miss any runners.
- New race being considered for Saturday before Easter: Steve A. is checking availability for Newport News Park for a 5K using the Swamp Bridge course to benefit the No-Kill Animal Shelter.
- The New Year's Day 5K cleared about \$2,800.
- Trailzilla: Thea has reserved Sandy Bottom for the Trailzilla series (June 10 [a Wednesday], June 23, and July 11) and is going to get the permit from Hampton. Maria volunteered to help mark the course, and we will work with Thea to enlist other board and club members to perform various tasks.

There being no further order of business, the meeting adjourned @ 8:55PM.

**Reminder: The next PTC BOD meeting will be held on Tuesday, February 11, 2020 @ 7PM @ Steve & Maria Peters home, Yorktown, VA.**

Respectfully submitted,  
Helen Worthington  
PTC Secretary