

**Meeting Date:** 02-17-2021

**Time:** 6:30p -8:45

**Section 1: Attendance**

CRB Members	Representative	Present	
President	Jeff Weiss	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Secretary	Janice Finch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Treasurer	Chris Howard	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
VP of Administration	Terri Bodden	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
VP of Programs	Barb Drees	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
VP of Road Racing – Short	Scott Stauske	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
VP of Road Racing – Medium	Dave Finch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
VP of Road Racing – Long	Barry Thruene	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Communications Director	Taylor Kaine	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Member at Large	Sam Jackoyo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Member at Large	Jennifer Robbins	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Member at Large	Tricia Slobodianuk	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Other Participants in Attendance (Presence on this list denotes in attendance)</b>			
Participant	Participant	Participant	Participant

**\*\*\* The required quorum is established and proceeding with meeting. \*\*\***

Section 2: Review of Prior Meeting Minutes

Discussion Points/ Action Item	Comments	Status
<p>Prior meeting (October 13, 2020) minutes reviewed.</p>	<p>➤ No comments or changes</p>	<p>Discussed</p>

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Section 3: Club Metrics

Metric	Target	Last Month	This Month	Status / Comments	XXX
Club Membership	TBD	--	2800	Increase tied to LFM promo	n/a
Cash on Hand					
Social Media Followers					
Virtual Challenge Participants					

First Half Races (Jan 1 - June 30)			
Race	Date	Target #	Actual #
Samson Stomp	Jan 19	2,400	616
John Dick	Feb 2		135
Cullen Run	Feb 14		
Ice Age	May 15		
Super Run	June 18		
HartFest Half	June 21		

Second Half Races (July 1 - Dec 31)			
Race	Date	Target #	Actual #
Firecracker 4	July 4		
Cudahy Classic	July 27		
Strider Half	Aug 27		
6/12/24 Hr	Sep 3		
Al's Run	Sep 15		
Lakefront Marathon	Oct 3		
Glacial Trail	Oct 10		
Discovery Run	Oct 30		
Turkey Trot	Nov 7		
Pettit Races	Dec 7		

Section 4: Agenda Items

Agenda Item #	Requester / Owner	Brief Description	Status / Comments / Discussion	Action	Date	Committee Decision
1	Jeff Weiss	Investigate the proposal for the Badgerland Striders to hire a contract race director to plan, promote, manage and execute the Lakefront Marathon	Subcommittee established to consist of: Chris Howard, Barb Drees, Barry Thrune, Jeff Weiss.	Subcommittee to review Scott's proposal and discuss the details and expectations. Prepare to deliver revised contract, ready for approval by next BOD meeting.  Team to review the contract from the Fall 50 run. Need to determine what qualifies this position to be paid. Need to determine who would replace Scott Stauske on the Executive Board in the VP of Racing for short distances.	2/16/2021	
2	Jeff Weiss	Review of proposal to hire Mike Sobie to assist with financial duties of the club	What role do we need Mike to fill? <b>Chris:</b> Annual tax filings <b>Jeff W:</b> Send to smaller committee to review proposal for approval – finance committee?	Review Sobie proposal with sub-committee of finance team	Prior to next BOD	
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**Section 5: Board Reports**

Item #	Report	Owner	Update / Status / Action / Resources Needed
1	President	Jeff Weiss	Completion and distribution of by-laws: Marty is still in progress. New Race Committee (former Road Race Committee extended leadership team) – Road Racing VP's need to coordinate meetings with respective RD's
2	VP Admin	Terri Bodden	~2,800. Increase due to LFM promo
3	Treasurer	Chris Howard	RCCA Dues were paid via check – no CC with adequate credit limit (\$10,329.57 ~ \$4 per member) Working on year end reports – waiting on next finance committee meetings CD matured in Nov – need to identify place to reinvest. Chris to deliver BLS checkbook to Jeff W Consolidating credit cards
4	VP Programs	Barb Drees	Couch to 5k: Hold off on announcing until we are certain we can execute on the program Couch to 5k: targeting LFM 5k (versus SuperRun) Track Meets: canceled for 2021 Track Workouts: Erin and Terri investigating options to limit the # of participants due to COVID concerns. Possible online registration? Limit to 25 initially Youth Running: Mary Richter will return as director. Timing TBD Super Strider: Jodi G to direct. Investigating option for SWAG – coffee mug, due to shortened season? Most Improved: Canceled for 2021 Club Championships: Combined 2020 + 2021 Fun Runs: Identifying event directors – targeting June to resume, pending COVID restrictions Virtual Challenge 100/100: 15 people completed so far, targeting April for SWAG pick-up Virtual Challenge: TBD – Scavenger hunt Monthly Meetings: Jennifer R: Will they return? Barb D: targeting min of 2/year
5	VP Racing – Short	Scott Stauske	Samson: All virtual – 616 registered. Zoo managed with minimal BLS input. Cullen: 300 registered (usually ~600). Donation check was mailed to the BLS office SuperRun: targeting June 1 to investigate permitting. LFM 5k – Sean Daley to continue as RD for 2021, but will need an apprentice RD as he will be taking over South Shore
6	VP Racing – Med	Dave Finch	South Shore: Canceled Hartfest: Scott trying to coordinate Karen and Matt. TBD Cudahy: Need new RD – Dave F. to cover 2021 if race happens Discovery Run: Need RD
7	VP Racing – Long	Barry Thrune	John Dick: 135 registered, 93 started, 43 finished full 50k. Zero degrees at race start. Net Profit: \$876 (-\$500, -53 registrations from 2020). No race day registration in 2021 IAT50: May date canceled – moved to Sept 11. Scott to post update on website

Item #	Report	Owner	Update / Status / Action / Resources Needed
8	Communications	Taylor Kaine	New Newsletter Editor: Scott Kasten (2019 LFM Ambassador) Establishing a Committee to brainstorm and review communications strategy (currently Kayla, Jeff W & Barb D)
9	Secretary	Janice Finch	New format for meeting minutes reviewed

### Section 6: New Business

Item #	Requestor	Discussion / Action / Resources Needed	Committee Decision
1	Scott Stauske	<ul style="list-style-type: none"> <li>Dennis Novak stepped down as LFM treasurer.</li> <li>Need to identify new resource to fill the role.</li> <li>Pending payments are outstanding – waiting to fill role to complete.</li> <li>Scott will forward responses to request for finance help from the general BLS membership to Jeff W</li> </ul>	Chris Howard will fill role until a permanent replacement is identified.
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### Section 7: Other

Issue/Item	Comments / Action	Status/Committee Decision
Difficult for members to identify or associate with the BOD members	<ul style="list-style-type: none"> <li>Jeff W: will coordinate with Barb D to post the leadership Org Chart on the website, along with profile pictures</li> </ul>	
Open positions are difficult to fill, RD positions are open and we have high turnover	<ul style="list-style-type: none"> <li>Taylor: working with Terri to solicit interest by posting open roles on both the website and social media</li> <li>Barb D: to review the actual open roles for accuracy and need</li> <li>Jennifer R: Is there a “shadow” program to introduce new race directors?               <ul style="list-style-type: none"> <li>Answer: Not formally, but that is typical of how we train replacements, as possible</li> </ul> </li> <li>Sam J/ Tricia S: Can we have Race Directors create documented processes to follow for executing races?               <ul style="list-style-type: none"> <li>Answer: We prefer it, and some RD's do create detailed documentation, but we don't have a process to compel, or hold RD's accountable.</li> <li>Dave F created several docs (RD101) to help as a guide. No feedback was ever given to complete or formalize.</li> </ul> </li> </ul>	

Issue/Item	Comments / Action	Status/Committee Decision
No easy process for storage, archival and sharing of documentation	<ul style="list-style-type: none"> <li>Review Google Docs and MS Teams as options</li> <li>Dave F: Set-up BLS team on MS Teams and invite all BOD members.</li> <li></li> </ul>	
BLS Offices Ownership Transition	<ul style="list-style-type: none"> <li>New Landlord to Butler Property</li> <li>Jeff W – met with landlord and renewed lease</li> <li>Chris H – rent is on auto-pay with bank. Advise if need to be updated</li> </ul>	
Unclear on Determination of meeting Quorum	<ul style="list-style-type: none"> <li>No direct resolution</li> </ul>	
Registration for vehicles	<ul style="list-style-type: none"> <li>Jeff W: the new stickers have been received and are on the vehicles</li> </ul>	
Unclear of roles for Members at Large	<ul style="list-style-type: none"> <li>Additional input from club membership outside of typical BOD/ leadership</li> <li>Links to additional resources and ideas</li> <li>Extend invites to subcommittee meetings to Members at Large to increase club exposure</li> <li>Need opportunity to review the club by-laws, do we need to have a new committee to complete?</li> <li>Review Terms for Members at Large               <ul style="list-style-type: none"> <li>Sam J: 2 years</li> <li>Jennifer R: 2 years</li> <li>Tricia S: 1 year</li> </ul> </li> <li>Increase level of open communication</li> </ul>	
Lack of updated contact information for board members	<ul style="list-style-type: none"> <li>Janice F: gather and distribute updated email and cell contact information for all BOD members.</li> </ul>	

Section 8: Executive Board Next Scheduled Meeting

Next Scheduled Meeting			
Date:	03-16-2021	Time:	6:30p -8:00p Location: Microsoft Teams or Zoom

**Motion to adjourn – Scott Stauske**  
**Second – Janice Finch**

**\*\*\* Meeting Adjourned \*\*\***

Section 9: Meeting Minutes Reviews and Updates

Captured feedback regarding meeting minutes after distribution			
Comment/ Feedback	Source	Action	Date

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