

BKVR Board Meeting

February 5, 2019

MEETING HIGHLIGHTS

Present: Ruth Jones, Judy Orton-Raffone, Rob Raffone, Jen Kuzmich, Anita Gabalski

Opening Remarks by Ruth Jones: Kim Murphy advised us that the fee for the website platform in 2019 was increasing from \$99.00/year to \$132.00/year. Anita indicated that there was ample money in the treasury to cover the increase. Motion to approve the web platform payment was made by Judy Orton-Raffone. Second: Anita Gabalski. **MOTION APPROVED.**

Treasurer's Report: Anita provided copies of the Treasurer's Report to those present.

- The balance in the treasury is \$17,658.55. Payments this quarter included \$3,000 in scholarship awards, a donation of \$800 to the Arlington Community House for 2018 and 2019, a payment of \$361.40 to RRCA for membership renewal that includes general liability insurance and Board member insurance.
- We need to decide if we will sponsor any BKVR races in 2019 since these must be uploaded to the RRCA calendar.
- If we hold races, we need to purchase a music license if we plan to play music during the events. RRCA provides three options with varying fees for music license coverage.
 - Rob Raffone will look into the three options and will provide a recommendation to the Board.

BKVR Races: After discussion, it was decided that the following races will be held in 2019:

- The Running of the Turkeys
- The Witches Trail Run
- Four on the Fourth
- Moonlight in Vermont (To Be Determined). The full moon will be on July 16 and August 15.
**The Board will search for a Race Director for this event.

Equipment Use/Rental: Ruth reported that we have received two requests for the use of the BKVR clock. The first request is from the Salem April Fool's children's run. The second is from Manchester Parks & Rec for use at a race being planned for June of 2019. A discussion was held regarding the need to develop a clock rental/use policy. The following requirements were approved and will be posted on the BKVR website:

- Non-BKVR Races that request the use of the clock will be required to pay a flat fee of \$50 per event.
- BKVR sponsored races will have access to the clock without a fee.

- The clock must be accompanied by a BKVR member.
- The BKVR does NOT provide timing services. Race Directors that borrow the clock are responsible for providing race timing.
- ***The Board should review the previously approved fee schedule for races. The following information was identified during the file review:
 - Based on a review of the files, BKVR sponsored races that donate the proceeds to another entity will be charged \$1.00 per race participant to cover the cost of insurance.
 - If the race proceeds will be donated to the BKVR, there is no additional charge for equipment use or insurance.
 - Non-BKVR races that request the use of BKVR equipment must use the equipment checklist and submit it to a BKVR Board member.

Motion to approve the clock rental/use policy was made by Anita. Second by Rob. **MOTION APPROVED.**

Scholarship Program: The Board discussed the continuation of the Scholarship Program vs. other options. After discussion, those present reached a decision to continue the Scholarship Program in 2019.

- The Board agreed to award up to \$5,000 in scholarships. The amounts will be determined based on the number of applications received and the strength of the applications.
- Preference will be given to High School Seniors who apply as well as to BKVR members.
- Board members would like to advertise the scholarship availability through a press release as well as through contact with regional high schools.
- Anita will prepare a press release and will update the Scholarship Application. The press release will be sent to newspapers in southern Vermont and Washington County, New York.
- The revised application will be uploaded to the BKVR website.
- The deadline for application will be April 20, 2019. This should allow sufficient time to determine the awardees and to include the recipients in each school's graduation program.
- A recommendation was made to laminate the Scholarship Information so that it can be taken to local races along with application forms.
- Board members would also like to get the scholarship information out to the general public through the use of social media. Ruth will explore that option.

NEXT MEETING: April 2, 2019.