**WGTC Board Meeting Minutes**

**Tuesday, December 13, 2022**

**6:30 pm**

Open meeting 6:38

* Roll Call - Terie, Jon, Marian, Maria present. Jon and Katelyn remote. CIndy absent.
* Approve Agenda as presented - approved.
* Approve last meeting’s minutes - approved.
* Items to follow up from last meeting:

1. Find way to thank high school - pizza after Christmas.
2. Marian to reach out to Tyler to see if ok to promote Sole Roots Track Tues to our club.
   1. He’s ok if WGTC members go to workouts for free.
   2. Marian also suggest possible virtual infrastructure for sharing workout. Seemed interested. No further compensation needed. Will discuss further.
3. Group run Dec. 15 holiday attire (advertise). Change to Thurs. 6 pm at Amp Dec. 22 for lights/attire/socialize. Marian post FB and send email.
4. Dec. Katelyn will email that Circuit start again. Plan to email this week. Confirmed doing google doc for counting mileage. Will send to us to approve before emailing and will post social media.
5. Move it Monday call for spring volunteer. Terie will create email and send in Jan.

* Board Member/Committee Reports

A. President - Terie

1. March race -
2. Water bottles done
3. Sponsor update (Maria add info to excel in gdrive)
4. Race registered on multiple sites.
5. Marian contact UWG - facilities?
6. Propose one day only sale on New Years day with $5 off registration.
7. Flyers put out for race in Jan. businesses and at Resolution Run.
8. Committee still needs to notify running clubs (Big Peach)
9. Vendor alley: GA out fitters, Sole Roots, Disc Golf Assoc., Corn Hole Assoc., Chick fil A, Cake Studios, Massages, Butter d’Udder, Sips Coffee
10. Volunteer sign up already set up in run sign up.
11. Bring all merch. And sell at our tent.
12. Porta potties from last year never invoiced/paid. Possibly be in-kind sponsor this year? Jonathan will find contact to send in Jan.

Maria respond to email from volleyball team with sign up link.

1. Track miles program start Jan. - automated email to remind (Katelyn)
2. Member Monthly spotlight - start in Jan. with Dave Bolan. Terie will send interview questions to Marian who will write it up.

B. Director of Operations - Katelyn

1. Member roles doc updated
2. Aimed to make basic description
3. Review each role
4. Katelyn will send cleaned up version to review and approve at next meeting.
5. Maria/Exec. Adm. take over response to WGTC emails and delegate. Check permissions/access with Gdrive and other accounts.
6. Update Treasurer/Merchandise inventory/Director of Op.
7. Jan. email and meeting - discuss Marketing Board member, and Katelyn and Jonathan moving off.
8. Membership Director - chair of annual banquet committee
9. Merchandise - training on Square software. Katelyn and Cindy meet to discuss more.

2. Request use Ryver for main business communication

C. Executive Administrator - Maria

1. Bylaws PDF - share via runsignup - google form to approve or not, add comments.
   1. Marian draft form and will send to us.
2. Race sponsors excel sheet - needs info
3. Communication via Ryver/text
4. Meeting communication - virtual option

D. Treasurer - Jon

1. Nov. financial report

Income 10,506 - most is receipt of funds from half marathon from city of carrollton.

Road race + club membership for calendar year 866

(Membership dues 235)

Expenses 161.27 (majority for Pinhoti aid station)

Net revenue 10,345.07

Bank balance Nov. 14689.16, end Nov. 25,034.63

1. Race contract - let Elite know they’re timing. Told Sole Roots.

[Terie] Anthony taking care of cones and marking course.

Jon/Terie - plan in advance June/July budget and get with Elite and Sole Roots to get estimates and decide early on.

E. Merchandise - Cindy [absent]

1. Sold 12 sweatshirts and 10 pullovers.

2. Reopen store in Jan. for another month. Still have 30 of each.

1. Membership tshirts are at Sole Roots.

How many did we start with?

F. Membership - Marian

109 members - up from last year. Need some people to renew. They get automated emails.