



**Sunday, August 17th, 2:00PM
Run Muskegon Board of Directors
at Aldea Coffee Pine Street
Meeting Minutes**

- **Routine Business:**

Present: S. Long, R. Cater, R. Kent, S. Williams, N. Bush

Absent: D. Engblom

Guest present: Marci Resterhouse

Approval of July Working Session Minutes

Motion: S. Long Second: C. Cantu Carries: 6/0

- **Out of order Item:** Presentation and review of updated race committee policies - Marci Resterhouse

Marci shared the Race Committee's [policy](#) with purposes and procedures with deliverables from the Race Committee to present to the board after each race. Reports will include financials, logistics, and demographics.

Continuing to update processes and procedures/checklists for future committee members etc.

*Board would like to see the inclusion of RRCA's Safe Sport training for volunteer management

*Some specific things are in the spreadsheet that has not yet been finalized.

Committee reports:

- Treasurer's report - N. Bush
 - Checkings: 17,976.99
 - Savings: 23,709.43
 - Total: 41,686.42

- Race committee -R. Cater
 - Labor Day walk is live.
 - 28 people currently registered.
 - Mass emails have been figured out!
 - Turkey Trot planning has started. Will go live 9/7
 - Continuing discussion regarding Turkey Trot being donation-based and potentially making it a registration fee based.
 - Will continue with current but will work toward this goal for next year.
- Communications committee – C. Cantu
 - Cleaning up members page on facebook page to ensure only members are in that group.
- Membership - S. Long in place of D. Engblom
 - Zoot Orders - The new designs are in and look good. We have 6 to choose from.
https://drive.google.com/file/d/1Zmt1wFzcrQ0euFVi0Nju4sVN4FcjQR2n/view?usp=drive_link
 - Pam will look into potential speaker options from Gazelle, Striders, or similar, for a discussion on running form, shoes, etc. Maybe we could host at Ivy Rehab, or maybe Neal Fitness, to utilize the track
 - We should start leaving a visor out before runs, with the prices, to encourage more sales.
 - Working on a final design for Boco hats.
 - Photo Challenge Bingo on September 24th
 - I printed and laminated a new Membership Information Sheet, including membership benefits and QR code for signup we can leave out before the Runs.
 - Continuing conversation regarding communicating membership benefits
- Community Outreach Committee - N. Bush
 - Amanda and Rachel hosted Run Muskegon Table at the Health, Wellness and Recovery picnic on August 14 at Hackley Park. Had lots of people interested in the Run Club as well as taking fliers for Labor Day Walk. Event wasn't exactly what anyone expected it would be, but was good to be out there in the community.
 - 34 bags of trash cleaned up during Summer adopt a highway. Fall window is in September. Date TBD
 - Muskegon Lake Nature Preserve Bike Staging Area work Saturday the 23rd from 9-12
- Scholarship breakout Committee - R. Kent
 - Nothing to report
- Seaway Run partnership - S. Long
 - Working on how to be more of a partner.
- RRCA Coaching breakout committee S. Williams
 - Nothing new to report
- Gift Giving - S. Williams
 - Requests from the Nature Preserve- will be asking the board to approve two picnic tables (\$240 each), one 4 foot bench (\$390) and one 6 foot bench (\$470) to put in the parking lot

- In contact with Mosquito Creek trails. They had asked for help in their parking lot but waiting on quotes to help with that project
- Talked about bike path and porto potties etc. Considering two locations that will cost \$60/week. More info to come
- Want to give \$1000 to No More Sidelines- a one time donation because it fits our mission statement; NMS's mission is to help change the lives of those with special needs by helping those with special needs by helping support the opportunity for them to participate in activities with their typically developing peers.
- Community Gardens- Working on getting more information.
- Looking back into plowing the bike path again
- Shoe donation letters were mailed.

- **Unfinished/old business**

Review of Policies and Bylaw updates:

- [Run Muskegon Bylaws](#)
 - Discussed adjusting the mission to reflect community/people/engagement- Cathy (possible options for rewrites)
 - **Option 1**
 - **Mission:** Run Muskegon empowers the residents of Muskegon County to live healthy, active lives by creating welcoming spaces to **walk, run, or roll**. We emphasize community over competition through inclusive group meetups, beginner-friendly pathways, and supportive relationships. For those who choose to race, we offer resources to train for events of any distance—**every pace and goal belongs here**.
 - **Option 2**
 - **Mission:** Run Muskegon is a welcoming movement community for Muskegon County—inviting people of all paces, ages, abilities, and identities to **walk, run, or roll together** for health, connection, and (when desired) race-day goals.
 - **Option 3**
 - **Mission:** Run Muskegon encourages a healthy, active lifestyle for Muskegon County residents by supporting **inclusive movement and strong relationships**. We prioritize group activities and year-round wellness, with optional training pathways for 5Ks, 10Ks, half and full marathons, triathlons, and more.
 - **Tagline:** *Every pace has a place.*

Board likes the highlighted and will be presenting to membership at the annual meeting to update bylaws in January.

- Election policy- Shirita

- Need to work more on this. Need to come up with a timeline for members who wish to seek election, keeping election voting anonymous. **Will move to a discussion item for next month.**
- Ask Mike to add Code of Conduct to Group Run sign up in Run Sign Up- Nicole- **Complete**
- Need clarification on “based on membership numbers” and solve issue of cadence of elections to re-establish a balance of election cycles- Sid; **will need to remove this line.**
- Adjust language about “members at large” being newly elected vs. other. - Sid
 - **Change recommendation:** Additional support roles for newly elected Board members, those with generalist skills or whose expertise does not align with a specific position.
- Provide clarification on “appointed terms” in Term of Office-Sid
 - Sid emailed RRCA for clarification. Need to clean this up in the future. Need to ensure that the filled spots for a vacated position is based on that position and that appointed term ends when the original board member’s position ends.
- Need to establish two members whose term will end at the end of 2025 to reset term cycles for board members.. Cathy and Shirita have volunteered to end their terms to reset and they may run again for a full 2 year term.

A. Review policies as a group

- a. Identify areas that need further clarity, no longer serve us, or may be missing.
 - [Public Comment Policy](#)-Cathy
 - [Inclement Weather Policy](#)- Sid -[DRAFT Updated Inclement Weather Policy](#)
 - [Secretary Policy](#)- Add review membership in facebook group on a regular basis- Cathy (see addition in policy)
 - [Scholarship Policy](#)- Rachel
 - [Gift Giving Policy](#)- Shirita
 - [Treasurer Policy](#)- Nicole
 - [Reimbursement Policy](#)- Nicole
 - [Run Muskegon Board of Directors Policy: Annual Tax Filing](#) - Nicole- No change. Can this be directions and not a policy?
 - Race Policy- Rich
- b. Will have all updated policies for final review and approval at the September Board Meeting with the exception of the election policy which is up for further discussion.

New Business

- o **Lakeshore Non-Profit Alliance:** Sid attended a non-profit board leadership workshop put on in collaboration between LNA and the Community Foundation. LNA has a [ton of opportunities for networking](#), training, and support. Membership has some cool perks and would cost \$70 a year.

- Considering attending free events and look more into the membership opportunities.
 - Rachel was approached by [Hulst Jepsen Physical Therapy](#) representatives at the Health, Wellness and Recovery Picnic. They are looking for partnerships/sponsoring with organizations. They are new to the area located in Norton Shores.

- **Public Comment**

The purpose of this meeting is to conduct Run Muskegon Business. There will typically be no attempt to comment or give answers at this meeting. Public who wish to make comments are invited to make their comment at this time in the meeting. Each speaker has a maximum of three (3) minutes to address the board. Inquiries requiring a response will be referred to the Board President in the cases where contact information is provided.

No Public Comment

- **Action Items:**

- Motion to approve a donation to the Nature Preserve for up to \$1500.00 for two picnic tables, one 4-foot bench and one 6-foot bench.

Motion: R. Cater

Second: S. Williams

Carries: 6/0

- Motion to approve \$1,000 to donate to No More Sidelines to support their mission.

Motion: S. Williams

Second: R. Kent

Carries: 6/0

V. **RunSignUp news:**

VI. **RRCA news:**

VII. **Announcements:**

VIII. **Adjournment**

3:47pm

Upcoming Dates to Remember:

- **August 23, 9-12:00:** Muskegon Lake Nature Preserve Bike Staging Area work
- September 7 at 11:00 am Race Committee at Liquid Assets
- September 16 5:30 Gift Giving at Pigeon Hill
- **September 24th, Post-run:** Summer Photo Bingo w/ prizes!
- September 25th, Membership Committee 6:30 at Odd Side Ales in Fruitport
- September 28th, Outreach Committee Meeting, 1:00pm @ Aldea
- September 28, 2pm Board Meeting at Aldea