



**Thursday, May 22nd, 2025, 5:30 pm
Run Muskegon Board of Directors
at Pigeon Hill
Meeting Minutes**

Present: S. Long, N. Bush, R. Kent, S. Williams, C. Cantu, D. Engblom, R. Cater

Absent: None

Call to order at 5:30

- **Routine Business:**

Approval of April meeting minutes

Motion: C. Cantu Second: S. Williams Carries: 5/0 (S. Williams and R. Cater absent for this vote)

Committee reports:

- RRCA Coaching breakout committee S. Williams
 - Still reviewing survey results
 - A lot of discussion about additional coaches and adding coaching fees
- Treasurer's report - N. Bush
 - Savings: 23,406.47
 - Checkings: 19,485.65
 - Total: 42892.12
- Race committee -R. Cater
 - Not much now
 - Will start working on Labor Day walk soon
 - Committee is revising Race Committee policies to bring to the Board for approval
- Communications committee – C. Cantu
 - Other committees have been working with Lindsey to publish information about their committees and when the next meeting is on social media
 - David will explore who “owns” access to the website and get clarity on the domain name and if/how we are currently paying for it.

- Membership - D. Engblom
 - Going forward, we may phase out newbie nights. The membership committee feels we should focus on a membership appreciation night instead. But continue to recognize newbies during announcements and maybe for newbies (that sign up) we can put together bags, stickers, coupons etc. that we can give to newbies.
 - Looking into possible new design ideas for the Zoot store.
 - Visitors coming in around 6/2
 - **"Gear Up" Nights:** Launch themed nights to promote wearing Run Muskegon gear and recording runs throughout the year for a club video next year.
 - Events
 - **June 4 (Global Running Day):**
 - Host the scholarship presentation the same evening for a celebratory atmosphere (as it worked well last year).
 - Request that everyone wear shirts from around the globe (if they have them) to go with the Global Running Day theme.
 - Nutritionist at Ivy Rehab for June 10th at 6:00pm - members only
 - Joe Farr has done an incredible amount of work to make this happen for Membership. Thank you, Joe!
 - @ Ivy Rehab downtown Muskegon
 - Photo Challenge - Similar to last year
 - Plan to announce it next Wednesday, and the contest goes through Labor Day.
 - We will create a Facebook event.
 - We recommend raising the cost to \$25 to cover expenses and membership benefits.
 - Still discussing when to change, leaning toward Fall
 - We want to keep adding benefits.
 - Some ideas:
 - Get gear when you sign up for the first time. Maybe special gear at various anniversary levels like 5 yr, 10 yr etc.
 - Gift bags to give back to members once per year, or at certain times of year etc.
- Community Outreach Committee - N. Bush
 - Coffee factory drink of the month \$178

- Race expo recap- went very well. Probably assign tables for people next time
- Lots of upcoming volunteer opportunities:
 - Pride parade June 7th- looking for people to walk and hand out goodies
 - Healing hearts June 8th- looking for course Marshalls
 - Next adopt a highway: July 19th
- Working on a collaboration with the nature preserve for some updates.
- Gift Giving - S. Williams
 - Met on May 12
 - Sponsorship request for Heart & Sole 5K is being reviewed
 - Brainstorming:
 - Looking at the Bike Path- clearing a portion during the winter
 - Adding a porto potty on the bike path
 - Participate in community gardens (Glenside)
 - Perhaps a Kids Food Basket garden
 - Mosquito Creek reach out
- Scholarship breakout Committee - R. Kent
 - Celebration of scholarship recipients Wednesday, June 4, 7:30pm (Also a Global Running Day)-
 - Recipients have been invited to come at 6:15. We will make a general announcement and introduction to the club before running and they can run with us. Their family and cake will take place at 7:30 in back room of Pigeon Hill
 - Valerie Pollack - Run Muskeogn Scholarship
 - Iris Wright - Jen Vanderstelt Memorial Scholarship
 - We do not give certificates, just the presentation of the giant check
 - Treasurer mails check to school
 - Rachel will order the cake
 - Tom M. has contacted recipients and will put something on FB by May 28
- Seaway Run partnership - S. Long
 - Working to help establish a course for the half marathon given the road closures in Nims neighborhood
- **Unfinished/old business**
 - Plans for stimulating engagement post-run. We had a good discussion last meeting, but didn't assign tasks or land on anything concrete- The Board is asking for the Membership Committee's help in ideating on ways to engage folks post-run. The Board is happy to help facilitate. Membership is going to take this on
 - Debit card use guidelines
 - Must be registered member in good standing
 - Purchases must be pre approved by committee chair/board
 - Purchases over \$250 must be made by a Board member
 - All purchases must be Run Muskegon specific. Any personal purchases made on the card must be paid back within 30 days or

will result in membership suspension and exclusion for all Membership activities for a minimum of three months or until funds are paid back in full.

- Discussed potential need for copies of driver's licenses or a formal check out process and decided that this will happen so minimally that it's unnecessary.

- **New Business**

- RunSignup Access -Discussed access to the club dashboard and determined that a few board members needed further access to the dashboard. This has been resolved.

- **Public Comment:**

Note: The purpose of this meeting is to conduct Run Muskegon business. During the Public Comment section, members of the public may share brief remarks with the Board. Comments are limited to three (3) minutes per speaker. The Board typically does not respond or engage in discussion during this time. Inquiries requiring a response will be referred to the Board President when contact information has been provided.

As this section is new to our organization, please note that the Public Comment period is not intended for debate or for immediate answers from the Board. Any needed follow-up will be handled outside the meeting, directly by the Board President.

Additionally, it is important to understand that public comments are recorded to reflect the speaker's input; inclusion in the minutes does not imply agreement, endorsement, or verification of the accuracy of the content by the Board.

Jack Mueller sent an email correspondence. He expressed concern about a lack of transparency and detail in Board and committee meeting minutes, particularly noting the omission of key discussions and decisions such as the scholarship committee's recommendation to suspend the \$1000 Run Muskegon scholarship. He emphasized the need for improved communication to better engage membership.

Points made in the email of particular note:

- Certified coaches carry their own insurance through their governing bodies.
- No committee has an "unlimited" budget; all budgets require Board approval under RRCA guidelines.
- The 2024 Board election was conducted successfully via online voting; concerns about quorum relate to low engagement from discounted membership tiers. Prior proposals to revise membership fees and benefits were offered for reconsideration.
- Definitions of "official" Run Muskegon events should align with RRCA and be determined by their public presentation ("forward facing"). A prohibited individual's attendance at such an event was noted as a violation with potential liability implications, per RRCA guidance.

Jack concluded that stronger engagement with club members through direct conversation is essential for meeting the needs of the organization.

- **Action Items:**

Motion to approve Pam Riley-Barbier to have access to the club Debit Card as the only non-Board Member to have access and must follow Debit Card guidelines.

Motion: N. Bush

Second: S. Williams

Carries: 7/0

V. **RunSignUp news:**

VI. **RRCA news:**

VII. **Announcements:**

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VIII. **Adjournment: 7:18**

Upcoming Dates to Remember:

- *June 1, Race Committee at 2pm at Pam's House*
- *June 4, Scholarship recipients reception at 7:30pm at PH*
- *June 4 Global Running Day*
- *June 10, Ivy Rehab Sports Nutrition Lecture at 6pm. Open to Members only. Sign up at: [Sports Nutrition Sign Up Link](#)*
- *June 12, Park Pop-Up Run at Blue Lake Township Trails*
- *June 16, Gift Giving Committee Meeting at 6pm at PH*
- *June 18, Membership Meeting directly following group run at PH*
- *June 19, Run Muskegon Board Meeting @6pm at McGraft Park (PH in case of rain)*
- *Outreach meeting: June 29th, Pincrest 4pm*