Event Director Phil Stewart opened the meeting with random prize drawings shortly before 7pm.

Attendees (32):

Call-ins:
Identified: Pam Balcke, Betty Wang, Kerri Hill, Daniel Yi, Bill Orr, George Banker, Charise Smith, Keith Peters, Dennis Steinauer, Jim Marino, Chris Tatreau. Perhaps 12 more identified only by phone number as being on-line.

Introductions and Announcements:
Becky - The Asics jackets for committee members are unisex. Samples in sizes XS- 2X were made available for attendees to do size checks.
Random Prizes:
Muffet Chatterton - NY marathon scarf.
David Carrigan - Water bottle.
Irv Newman - Shoes - contact Phil with brand, model, size.
Heather Mundweiler - Boilermaker shirt.
George Tarrico - RRM zip shirt.
Jennifer Dickman - Water bottle.
Rob Wolfe - Shoes - contact Phil with brand, model, size.
Ken Younger - 2020 Tee shirt.
Jean Arthur - 2020 Tee shirt.

Phil Stewart - Announcements
A new video system is being used to record meetings. The system (the OWL) automatically focuses on speakers at the meeting. It displays on a laptop the meeting site, the image of those using a home computer to participate in the meeting and the phone number of those who call in to the meeting. It is still important that those calling in mute their phones unless they are speaking.

Meetings
Race Day, Communications and Pre-Race Working Group meetings were held in October. A second round of working group meetings will be held in February:
Pre-Race on Monday, Feb 3 at the office at 7:00 pm.
Race Day on Wednesday, Feb 5 at the office at 7:00 pm.
Communications on Thursday, Feb 13 at the office at 7:00 pm.
A full committee meeting is scheduled for Monday, March 9th, Renaissance Hotel 7:00pm.
The wrap-up meeting will be on Monday, April 27th, Renaissance Hotel, 7:00 pm.
Dates of all meetings along with video and meeting minutes are on the cherryblossom.org Admin Page.

Phil passed out maps of the 5K and 10 mile race courses, the Monument Grounds and Kids' Run staging area. Those will be posted on the Admin Page.

The 2020 tee shirt was shown. 35 designs were submitted.

Personnel
Chief Judge, Bee McLeod passed away suddenly on 12/21/19 due to a probable heart attack. There was a family history of heart issues. Bee excelled in every aspect of running. She qualified for Olympic trials, was second in the Marine Corps Marathon and won the Richmond Marathon three times. She was a founder of the Tidewater Striders, and was President of the Road Runners Club of America. A memorial service will be held at 2:00 pm on Saturday, Jan 25, 2020 in Norfolk Virginia. Irv Newman is putting together a van trip so we can be represented to honor Bee. Call Irv in next 48 hours if you would like to go. The Race Committee made a $1,000 donation to William and Mary that will be designated for the McLeod Tyler Fitness and Wellness Classes Endowment.

Glenn Klenk is holding his own following complications from surgery. He still has some deficiencies on his left side. He is in an assisted living facility at 900 N Taylor St in Arlington. He enjoys having visitors. He is in room 247.

New faces:
Our new Head Judge is Dan Yi (on video). He is a marathoner and follows the elite side of the sport.
Peter Verasin will be the Gator Guru.
Jennifer Dickman is joining the sustainability team.
Janette Yarwood will promote team competition between universities and embassies.
New Assignments:
Annette Sanks and Ken Younger will take on bag check.
Baby updates: Sara Beth House expecting in February.

Event Updates
The Fall Kickoff was held at the State Room Bar and was sponsored by MedStar Health. Anna Dengler and Christine Anatola did a great job of organizing it. The Lottery attracted 26,000-27,000 applicants for 16,000-17000 spots. Each year there are more runners in the 100 mile club. "Two-time losers" are those who have failed to get a spot in the two previous lotteries. They are identified in the database and get a guaranteed entry in the third year.

The virtual training program is now being offered for both the 10 mile and the 5K races. Kirt West is running the beginner program. Run Coach is handling the intermediate and
advanced training. Over 2,800 runners signed up for the beginner program and 12,700 for the Run Coach program, which is offered at no cost this year.

Registration dates:
Transfers open on Feb 1st and close on Feb 29th.
Capitol Hill registration opens Feb 1st and closes on Feb 29th.

Hotel Accommodations
Space in the Renaissance is very tight and less flexible this year. WE CANNOT HANDLE SPECIAL REQUESTS e.g.: groups of people wanting to be located near each other. Marlene Yencho is working on room arrangements. It is important to look carefully at the nights you need and equally important to show up for the nights you sign up for. Failure to show up the first night is likely to result in room cancellation. The elite athlete room requests come in late in March. March scheduling will be especially difficult. Please be patient. We will be using the JW Marriott Hotel in addition to the Renaissance Hotel. If you are going to be late in arriving, call both the hotel and Marlene so she can hold the room. Marlene's phone numbers are in the Committee List on the Admin Page.

April 5, 2020 is the 48th running of the race. The last couple of years there has been a $10,000 bonus for an American runner breaking American record. This year there will be an additional $10,000 bonus for runners who break the world record.

The 50th running takes place in 2022. Planning for that special event will start right after the 2020 race. Input is requested regarding special events to mark this occasion.

General

Rob Wolfe - Financial. The race finished $2,300 in the red last year out of a nearly $2 million budget. There was a late change of the race course that took us off U.S. Park Service streets onto District of Columbia streets. That caused unexpected and unbudgeted permitting, signage and police expenses (about $20,000). We also paid out the $10,000 American Record bonus even with the short course. Registration fees have come in and we are in a good position financially now.

Becky Lambros - Sponsorship. Asics is our new shoe and apparel sponsor. Asics is sponsoring the Los Angeles Marathon and us this year. Asics has offices in California. Becky had other travel to the west coast that allowed her to meet the Asics CEO. He will be coming to the race. Michelle is working on committee apparel. Asics has been very responsive.
Honey Stinger is coming back and doubling the amount of product.
Golds Gym and Garmin are back. Becky has discount coupon codes for Garmin merchandise.
She is looking for suggestions of other possible sponsors. There is a web based brochure that is useful for soliciting sponsors. It is on the web site under Sponsorships. Phil noted that most sponsors are obtained through personal contact with someone high in the company.
Credit Union Miracle Day remains the title sponsor through 2021. The credit unions continue to be enthusiastic. They have been the title sponsor for over twenty years, which is a unique record. We will be starting negotiations to extend that sponsorship right after this year’s race.

Nita Roncone & Laura Brown - Volunteers. Nita sent two e-mails to everyone who has volunteers. The e-mail had an Excel spreadsheet attachment called Stations. Please notify her if you didn't get the email, and advise her of any changes needed. Laura Brown will be sending an email asking for update of volunteer instructions. Advise changes of the point of contact for volunteers and location of that person.
We will not be using QR codes to check in volunteers; there is a new program called "Volunteer Local." Check-in instructions will be coming. Note that volunteers must check in AND check out. Laura will take the QR code reference out of existing instructions. Each captain will see the letter to their volunteers before it is sent out.
Click on the VOLUNTEER button on the web site to see the new volunteer registration system. This system is being used by major marathons around the country.

Phil Stewart
Pre-Race Activities
Building Museum. - The National Building Museum is currently digging up the floor to put a new floor down. There will be changes to the exhibit area and to the traffic flow for runners.
Barri Winiarski & Donna Titus (on call in)- Booth prices were raised this year but we are still one of the least expensive expos for vendors. That is causing vendors to take more time but sales have been good and are on track. They will be working on a site visit to set up a new flow pattern. The expo floor should be fine; traffic flow is the issue.
If you need a booth space or a floor spot, contact Barri. She needs to know the number of tables and chairs required in advance. Also, let her know if you need something different from previous years. She needs to know ASAP to develop the new floor plan.

The volunteer party will be held on Friday night. There will not be a happy hour (liquor license issue).
Clinic speakers will include Molly Huddle. Lisa Bentley (triathlon) will also be a clinic speaker.
The Saturday Kids' Run will have a revised course. We are working on the staging area.

Nancy Brooks is making a quilt of tee shirts from all previous races. Nancy is looking for shirts. The call has gone out on social media offering a paid 2021 entry for donations. See the web site and Instagram for details.

Race Day -
The Rock and Roll Marathon is the weekend before our race. The Kite Festival is on March 28th, and the Cherry Blossom Festival parade is on April 4th. Setup will start on April 1st.

The staging area will be located on the 17th Street side of the Washington Monument Grounds and we will have to move runners to 15th Street for the start. We will be using the incentives to get the runners moving early that we did in 2018. Constitution Avenue
and two sidewalks were available last time. A third sidewalk will be available this time. Constitution Avenue will have grandstands for the Cherry Blossom Festival Parade. The UPS trucks will go on the sidewalks extending from 17th St. the the oval around the Washington Monument. A site visit will take place on Jan 22nd. at 9:45am. A UPS representative will be there to verify location of their trucks.

Betty Wang requested that the Main Medical tent label be changed to Finish Line Medical. Need to discuss where to place the lost child location.

Danny Talmadge is in charge of the shed. Suburban will be the mover. Tony Blair (not the former English PM) will be assisting Danny.

Bill Orr wants to check on the availability of space for the elite athlete tent. Last year's tent positioning was good. Keith Peters prefers same location as last year. Either side of Jefferson provides access to the media.

Marsha Way identified a need for a door in the tent for volunteers.

Signs - Jean Arthur and Ted Cochrane are handling signage. The race requires over 1,000 signs. They have a list of usual sign changes. Please respond promptly to email requests for input on signs.

Elite Athletes - There will be $10,000 bonuses for Men's and Women's world record and American record breakers and $6,000 in prize money for Road Scholars and RunPro Campers. Clearidium will be providing drug testing.

Ed Hartwell (on phone) There are no changes to timing. The infield tent should be 10 ft x 20 ft with three sides covered and a 20 ft side open to the infield. Two tables are needed. The tent near the finish line should have an opening facing the finish line.

Charles Walker would like to move the medals tent location.

David Carrigan and Jean Arthur
There will be a "giant water stop" instead of water bottles at the finish line. It will be placed far down 15th St to avoid backup crowding. There was much discussion of this change:

- Will it narrow the street leading to finish?
- Water can be behind barricades.
- Sweepers can't cross electronic timing mats. Mats have to be cleared. Takes five - ten minutes after last participant finishes and needs coordination.
- If it is a hot day extra water will be needed. Need an emergency water supply and a way to get bottles to the finish line.
- Can runners rehydrate from water station cups after ten miles?
- Need many more trash receptacles near the water stop
• Tetreau (on phone) Road has to be open at 11:30 [actually the time is 12 noon]; worried about water program. Will need electric brooms to take care of cups.
• Donna Scott - elites should have water bottles. Concern for drug testing.

This is a major issue for the Race Day Working Group meeting

Communications. - Mary Hanley & Keith Peters will put out a press release on the $10,000 bonuses this week. Access to elite runners for the press is always difficult.

Heather Mundwiler - active on Facebook, Twitter and Instagram with separate Facebook pages for the 10 Mile and 5K races. There is a Facebook training group with access to Kirt West. Email Heather with any social media suggestions.

Photography (Bob Burgess) There are five photographer assignments. Photos are organized by topic and by year in a photo gallery on the Admin Page. Tell Bob if you have something special that should be photographed. Jim Marino (on phone) requested photos of all race markers and turn points after the marks have been updated.

Round Table
Valerie Connaughton noted Haines Point access issues for entertainers and their equipment with the NPS Police. Erik Sinkeldam is the POC for handling those issues.

Muffet Chatterton - New Asics merchandise for the race is on line.
Free Shipping was offered before Christmas. That worked well with about 40 items sold. Committee members get a discount on merchandise. Contact Muffet instead of purchasing on line. Becky has 35% discount codes on Garmin products.

Sarah Turner - 67 teams compete on the hill. Registration will be Feb 1-29. There will be a special packet pickup on April 2nd on Capitol Hill.

The meeting adjourned at 8:46 pm.

Respectfully submitted,
Howard Chatterton

Action Items:

All Committee Members
☐ Contact Irv Newman regarding the memorial service for Bee McLeod at 2:00 pm on Saturday, Jan 25, 2020 in Norfolk Virginia.
☐ Confirm hotel reservations with Marlene Yencho. Keep her advised of any late arrival situations.
☐ Contact Becky with leads on sponsorship prospects.
☐ Advise Nita Roncone and Laura Brown of changes to volunteer requirements and instructions.
☐ Advise Barri Winiarski of expo space requirements and table and chair requirements.
- Shoe random award winners contact Phil with brand, model, size.
- Provide input on signage to Jean Arthur and Ted Cochrane.
- Notify Bob Burgess of special photography requests.
- Contact Muffet for official merchandise purchase discounts before buying online.
- Contact Becky for discount codes for Garmin merchandise.
- Email Phil/Becky with special events recommendations for the 50th running in 2022.
- Email Heather Mundwiler with items for social media.

Race Day Working Group - Multiple Issues:
- Race Day Working Group Meeting on Wednesday Feb 5th at the office - 7:00pm
- Main medical tent re-label to Finish line tent
- Determine the lost child location
- Location of elite athlete tent
- Location of media tent relative to elite athlete tent
- Improve Press access to elite runners
- Provision of a door in the volunteer tent
- Size configuration and location of timing tents
- Location of the medal tent
- Multiple issues regarding the "giant water stop" vs water bottles at the finish line
- Coordinate entertainer access to Haines Point with NPS Police
- Site visit on Jan 22nd. at 9:45

Phil/Becky
- Place the maps passed out at the meeting on the Admin Page