Event Director Phil Stewart opened the meeting at 7pm.

Attendees - Phil commented that there were 46 people logged into the meeting early on. The total peaked at 79 participants.

Random award winners were selected using a random number generator. Shoes were the only items offered as they do not require mailing or pickup. Shoes were won by David Martin and Jean Arthur.

Introductory Remarks (Phil)
This the first try at a Zoom meeting. Everyone was directed to mute.
Last year, working groups met in the fall followed by a full Race Committee in January. This year, given the current conditions, there have been only Executive Committee and Board of Directors meetings, which took care of the requirement for an annual business meeting. The objective of this meeting was to provide a briefing and an update on discussions and deliberations by the Executive Committee and Board of Directors.

The usual round table was not conducted and participants were advised to submit follow up questions by email to Phil and Becky.

Irv Newman;
Thanked everyone for hanging in. He expressed appreciation to Phil and Becky, the Executive Committee and the Board of Directors for all their hard work and efforts to come up with solutions, noting that there are few solutions in hand.

Recap of the 2020 Race (Phil)
After cancellation of the 2020 race (on Friday, March 13th), runners were offered options of receiving a refund, deferring entry to 2021 or making a donation to the Children's Miracle Network. Nearly 50% offered to defer their entry fee which was a big help financially. It allowed the race to end up $250,000 in the black. This year the race will likely be operating in the red so the 2020 surplus will be needed. Runner donations to the Children's Miracle Network increased the total Children's Miracle Network donation by $66,000. Phil and Becky received positive feedback about the way cancellation was handled. People felt they were fairly treated and were happy with the options offered. Tee shirts and medals were mailed to about 4,500 people. Some 2,500 picked them up at Potomac River Running, at the office, or the shed. Becky expressed gratitude to Derek Honda and Danny Talmadge, who monitored pickup at the shed. Phil and Becky got very favorable feedback about the race in general from people who came to pick up shirts and medals at the office and that was very encouraging.

As of now, nobody is working in the race office. Phil goes in a couple of times a week, to fulfill orders but generally, Phil, Beth and Becky are working at home. The best way to reach them is by email or by cell phone: Phil at 301-802-2194  Becky at 410-299-3377
On a sad note, George Tarrico passed away in early June. He had a huge presence on the committee and Board of Directors. On a bright note, we welcomed the arrival of Nora Finlay.

2021 Race Planning (Phil)
The 2021 race is in a push and pull between planning and waiting. No one has any idea what the virus situation will look like in April 2021, but we have to make some plans as it takes many months to get ready. A vaccine with wide distribution would be ideal but that seems unlikely. The running industry is gradually starting up. There are small events complying with local jurisdictions, with about 500 runners broken into socially distanced waves. It is a big jump to go from those to our 17,000 person race. There has been sharing of information between race directors. Everyone is watching the Gasparilla race, scheduled for February 21-22 with a cap of 5000 participants in four different events.

Basic planning assumptions are as follows:
1. We will have an in-person race.
2. There will be COVID 19 compliance requirements to be managed.
3. We cannot expand the ending time of the race (National Park Service restriction).

Because of the need to start the race in waves for social distancing, the time required to start the race greatly expands but we cannot extend the end time. We may have to start the race 45-60 minutes earlier.

Key questions
1. Can we put on a race that meets the requirements in place at the time?
2. If we do a COVID 19 compliant race, how many runners will sign up to participate?

A survey of 2020 runners was conducted - 30% said yes they would come to a Covid-19 compliant event; 46% said they were not sure and 21% said not until there is a vaccine. We will likely repeat the survey in December.

Current plans are to make a Go/No Go decision for an in-person race by December 31st. Even if we do decide on December 31st to go forward, we still might have to cancel some time after that date. The pressing matter is that there is a cancellation penalty at the hotel that increases by $60,000 after December 31st.

Most other race expenses (grounds, tents rentals) don't come until early February.

The lottery period traditionally extended from December 1-12 with the selection taking place a couple of days after the close. This time the acceptance of lottery entries will start on January 4th and run through January 31 with the selection in early February. At the same time (January 4), we will start to accept entries from the 12,000 runners have been promised entry through the deferred entry option. Those runners will not get codes, but instead will get a guaranteed entry link tied directly to the individual and it will not be transferable. We will accept guaranteed entry links through January 31. We will then know how many guaranteed entry links are in and how many can be let in through the lottery. Usually there are 28,000 runners in the lottery. This year if we do not fill all the spots available (because of hesitations due to Covid-19), we can open up for first-come first-served entries until February 28.
As a non-profit our financial goal is to break even. We need 11,000 runners to not lose more money than we would by not having a race at all. We have prepared multiple budgets, for business as usual, and more conservative budgets based on variable entry fee income. The biggest single income line is registrations, followed by sponsorship income. The number of runners entered dictates the finances. The race has a reserve fund that can be drawn on.

Before the lottery opens, refund and deferral options will be well publicized in case another cancellation becomes necessary. We will conduct a virtual race in combination with or in place of the actual race. Virtual run expenses are limited to mail out of tee shirts and medals and a virtual run will be good for those around the country who are hesitant to travel.

**Major Event Components (Phil and Becky)**

**Ten Mile Run** - We will plan on starting smaller waves of socially distanced runners and we may have to start the race earlier. We have contracted with a German company that does flow analysis of distancing, density of runners and other factors to estimate how long it will take to start the race with varying numbers of runners.

We could look at shortening the distance to a 5K or 8K to save the amount of time it takes for all the runners to start. We could still have an invitational 10 mile for the elite runners. The 8k would be around the Tidal Basin and Hains Point where the Cherry Blossoms are plentiful.

The staging area location flips each year. This year the start is back on the 15th street side. Staging area space will be critical because of distancing requirements.

**5K** - Becky talked about upgrading the 5K. The idea was presented to the Mayor's Council and she got approval to continue planning. The proposed 5K staging area would move to the Freedom Plaza area, easing the number of runners on the monument grounds. She proposed a race with 5,000 runners (a 3,000 runner increase over the usual 5K). The course would be the "standard" 5K Pennsylvania Ave. course used by the Race For Every Child. The Council was positive about it although everything is contingent on what Re-opening Phase DC is in at the time.

Phil noted that the separate staging on Freedom Plaza is still within walking distance of the monument grounds start. Some of the staging will take place on Pennsylvania Ave. in front of Freedom Plaza which is not subject to NPS sponsor signage restrictions. This is great news. We could even put sponsor tents on Pennsylvania Ave.

**Kids Run** - Becky also presented that plan to the Council. There are no substantial changes. It will use the same course, adjacent to the National Building Museum. Every venue will have social distancing requirements.

**EXPO** - The expo space at the National Building Museum has been reserved as usual. It poses Covid-19 compliance challenges and may or may not be feasible. We have to look for ways to socially distance people. The National Building Museum is starting to plan some spring events. We also will be looking at the possibility of a virtual EXPO. Regardless, we have to have a way to distribute race packets. We might use a tent outside the National Building Museum. Some races are doing drive-through pick-ups. Perhaps that could be done in the RFK parking lot.
**Hotel.**
This year we are using the Crystal Gateway Marriott and Crystal City Marriott hotels. We have to decide by December 31st or the penalty for canceling goes up. We can look at cutting back rooms, and possibly eliminating the Saturday night dinner and the Sunday brunch if money is tight. Activities will have to adapt to the financial situation.

**Fall Kickoff** - We considered a virtual kickoff. In the final analysis, with all the uncertainties, we decided to cancel the fall kickoff.

**Sponsorship** - Becky reported that some money was returned to the 2020 sponsors. Sponsors remain positive and supportive. They want to see the race take place. ASICS is all in. Garmin is in at some level. MEDSTAR is in negotiations. Gold's Gym is in bankruptcy except for the local one. This is the final year of the Credit Union Miracle Day contract. A new contract will be negotiated to start with the 2022 race.

**Website** - Phil reported work on redesign of the race website and is excited about the new look. The tee shirt design has been selected. He has to decide when/how to unveil the design.

**New Project** Committee member Keira D'Amato has become one of the top American female distance runners. She went to American University and is in the American U Athletic Hall of Fame. She stopped running for ten years. She came back and ran a 2:47 marathon, trained and qualified for the Olympic trials and ran a 2:34 in Berlin. She was 15th in the trials at 2:34. Then due to Covid-19, competitive opportunities disappeared. She started competing in micro events. She ran a 5K time trial on the track in 15:04, the third fastest American women's time of 2020. She would like to chase the women's 52:12 Ten Mile Record set by Janet Bawcom at this race in 2014. Phil found the finish line photo of that race. As Bawcom set the record, the person holding the tape is Kiera, expecting her first child.

CUCB will take on the organization of the event. It will occur Monday, November 23rd at 0800. We will need 30 volunteers and committee members will be given first crack at the available slots. The location is closely held to discourage spectators from coming. Nita will send out details and has a site up. November 24th and 25th are rain dates. Friday, November 20th will be the date for a decision to move to one of the rain dates if the weather on Monday looks bad. It will be a three lap course in Anacostia Park - **Do not reveal this!** The course is flat. Bill Orr is coordinating the field of 10-20 runners. Keith Peters is handling media. Andy Carr, Chief Judge is coordinating judging. Potomac River Running is doing the timing. The event requires drug testing.

**Miscellaneous:**

Working Group meetings will begin in January.

Nita - Volunteers. The DC Road Runners have offered 30-35 volunteers to assist with packet pickup.
Phil - We need to monitor the availability of volunteers. Nita will reach out.
Heather - social media. What information is going out? Phil will send out something next week. New social media members are Gina (Instagram) and Kristen (Twitter). Both were ambassadors last year. Note for Heather to feed questions she is getting back to Phil.

Possibility of moving the race to the fall? - That was considered but the fall is a time saturated with other races. We don't know if we could get a permit. We prefer to be a spring race, virtual if necessary in 2021 and then a full race in Spring of 2022.

Adjourned at 8:06 pm

Respectfully submitted,
Howard Chatterton