

*Mill Cities Meeting Event Committee Meeting Minutes 22 November 10*

- 1. Steve gave a budget report. There is a debit card available for large expenses, there is on-line banking and there will be net accounting. A PDF will be set up that includes all expenses and income and be made available for club reps and at meetings.*
- 2. Registration is being done on-line, with teams sending their entry fees to Steve. Please advise team captains to put the name of their club on the check and how many teams are being paid for. One check for all your club's entries will make life easier for Steve. The email address of the person entering your teams is needed to make changes to the on-line roster. There is an edit button for this purpose. To delete a team, you should contact Tom Miller. ([tom.miller@unh.edu](mailto:tom.miller@unh.edu)) All clubs should be making their own entries online. Please do this accurately or it will create problems with the results. The deadline to enter is midnight Friday, 11/26.*
- 3. There will be packet pickup at the Andover X-Country race on Sunday, 11/28. The packets will include bib numbers, giveaways and slap bands. Teams who have not yet paid may bring a check on Sunday. Whirlaway will also have packet pickup on Saturday, 12/4 from 10-2.*
- 4. Please give copies of all permits and insurance certificates to Jessica.*
- 5. Alternate driving routes to avoid driving along with the runners will be posted on the website.*
- 6. The Lawrence Police will be charging \$400.00 this year for their work on the course.*
- 7. Tim Short will be taking over the web site after this year's race.*
- 8. In the event of bad weather, a decision to post pone the race will be made by 6pm the night before and posted on the web site. Our usual reschedule date is in February.*
- 9. There was discussion about how and if to cap the number of teams participating. It would be a good idea for club reps to go back and discuss this at their board meetings and will their club members. This will be discussed in more detail at the post race meeting in January.*
- 10. There was discussion in a change to the running format, keeping it in a more controlled area, with multiple loops being run. A practice run of this will take place this summer and this will also be discussed in more detail at the January meeting.*