

Board president Zane Hagy called the meeting to order at 6 PM August 24, 2026 at Tennessee School of Beauty.

Board members present included: Kunle Lawson, Don Madgett, Hannah Foust-Eng, Angel Norman, Melissa Kanipe, C. John Chavis, Adam Kolatorowicz, Brandon Collier, Karla Gander, Samanta Pudido, and Amber Carroll.

Staff members Michael DeLisle, Jessica Mead, Jason Altman, and Brent Smith attended as guests, along with Kathy Nash, Grace Weber, and three more members.

Zane opened the meeting by thanking the board and guests for attending in the new location.

A motion to approve the June and July minutes passed unanimously after being made by Melissa and seconded by Hannah. Karla noted that a correction was needed for the August 17 virtual meeting minutes, so that correction will be made and those minutes presented for approval at the September meeting.

Zane noted that due to a change in leadership minutes have not been updated on the website. Minutes for all of 2026 to date will be included on the website soon.

The consent agenda was approved unanimously after a motion and second by Karla and Kunle.

Old business: Jason Altman will be the new KTC executive director, pending finalization of contract details. Zane updated guests on the process used to choose Jason. One element outstanding is the updated matrix for pay/bonus purposes. Zane noted that Jason has been gracious throughout the process as finalizing is ongoing. With the matrix not yet in place, Zane asked how the board should proceed at this point.

Karla stated that per the KTC attorney we can execute the contract and add the matrix as an addendum. We could offer the position and Jason could reject the offer if he is not in agreement with the finalized matrix. Two board votes are needed to complete the hiring process according to the bylaws. The current state of the matrix is the same as what was in place under the previous director and was based on 2021-2025 numbers incorporating rolling averages. Based on Angel's work as the chair of the finance committee, the board would be comfortable with the history with solid numbers of a 3-year rolling average. Jason has been more than willing to work with the board.

The board approved a motion to move forward to offer Jason the position with the option to offer the existing contract with the option to reject once the matrix is finalized. The motion was made by Karla and seconded by Hannah.

Also under old business: the marathon director role existed and may or may not exist going forward. That conversation needed to be held back until the executive director was selected.

Zane introduced an open conversation on the future of that role and how the board needs to address it.

Jason mentioned that some sponsor contacts will still expect him to come to the meetings related to CHKM sponsorship. As executive director, he will continue with oversight of big picture matters related to the marathon. Under consideration is an expansion of the role to include coordinator of race operations. Decisions would be needed to define who would handle specific roles and responsibilities. Ensuring that neither the club or the race suffers as a result of role changes.

Zane asked how soon a person would be needed in this role, whether there is time to define the role or if someone is needed ASAP. Ideally we need to keep business as usual with a goal of having someone in place by the October board meeting.

Melissa suggested the possibility of a person being mentored for a year since we are already behind to a degree. She suggested delegating some responsibilities such as having Run Knox handle the group training runs. Kunle mentioned that depending on how the club wants to expand races going forward, this role could also expand with the person overseeing any race that exceeds a given distance.

Event manager Jessica stated that it is important to have someone in the role ASAP. Zane stated that we will determine what the role looks like before we fill it, rather than basing the job on the person. He stated that he trusts the ED to understand what the club needs. He asked for a job description update from Jason to be followed by a process that proceeds as quickly as feasible, given legal and HR parameters.

Kathy Nash suggested hiring someone from the board.

Melissa stated her willingness to serve as an assistant RD for this year at no pay and reiterated the importance of establishing a job description.

C. John stated the job description and should be ready by the September meeting. Brandon suggested that Jason refine the job description and have the MAC advise and discuss. C. John clarified that Jason will write the description and the MAC would refine as needed.

Brandon noted that as a financially successful event not many changes are needed in the description. Angel added that the role might include more than the marathon, and Zane emphasized the importance of being focused on growth. All MAC members are willing to participate in the process. Zane stated that he will leave the draft to Jason and that the committee will take it from there. Melissa clarified that she would be willing to contribute to an assistant RD role but not as a formal staff position.

Executive Director's report:

Scott Schmidt and Jason met regarding RunKnox for brainstorming and problem solving. Jason will send the board a recap of the meeting. Ideas included focusing on an integrated program for all levels of runners. They discussed comping RunKnox memberships to board and staff, along with greater race discounts for RunKnox members. The marathon group runs are a great opportunity to pitch RunKnox to prospective participants. The program could build for Turkey Trot with something similar to a Couch to 5K approach. RunKnox currently serves approximately 25 athletes.

Melissa will co-direct the upcoming hall of fame induction event. She met with Christina Adkins, who shared her notes and experience. The ceremony will be held on Friday night of marathon weekend. Space is available within the current contract with the convention center. Securing a high-profile speaker is a top priority, and Jason has some ideas in the works.

Zane has reviewed the records on board terms, and the process to add members while others rotate off will begin in September. We must have 13 board members, and four are currently slated to roll off in December. Adjustments made last year will ensure continuity. Zane challenged the board to look at the current board composition and consider skill sets of potential members to prevent gaps in expertise.

The new meeting location at Tennessee School of Beauty has been secured through the end of 2026.

Zane opened the floor to members who were attending the meeting.

A question was raised regarding composition of the grand prix committee and why people who are affiliated with a team are not included. Committee members do include members of grand prix teams.

A member asked about a cost breakdown on the marathon—what do race fees pay for? The marathon does more than self-support; it is the major support for the overall operations of the club. Jennifer mentioned that swag and runner experience are part of what the marathon advisory addresses.

Grace Weber expressed excitement about the new marathon director position and advised the board to craft the job description focusing on growth for the race. She offered ideas for consideration when drafting the new job description and perspective on CHKM from the runner's viewpoint.

Another member present cited a disconnect between the club and younger demographics. Jason mentioned that this concern came up during the interview process, and he mentioned the numerous run clubs throughout our community. As a cross country and track coach at West High School, he has a unique perspective and having worked with a wide range of athletes. Members stressed the importance of the first impression that races created among athletes that

might become track club members. Progress with RunKnox could be a bridge from training to races.

Kunle stated that if a person's only exposure to KTC is from road races, that would constitute the majority of his or her opinion.

Zane reminded the group to be fair to Jason, since his position is not even finalized.

Hannah recalled that KTC used to have a social chair and a socialites run group. That provided another perspective and was a low-cost way to raise the club's profile. Jennifer asked that members with input on the marathon provide written suggestions via the secretary email.

Angel asked how the club could best connect with younger people. Giulio Rancadore suggested that someone has to devote time to developing aspects of the club that don't drive revenue. He opined that marquee social events, such as National Running Day are ideal for this purpose.

Melissa mentioned upcoming Halloween coffee and chocolate events.

Guests advised that college and grad students will show up for food-related events.

Grace encouraged the board to work toward being a conduit for reaching all runners in our community.

Zane thanked the members present and encouraged them to come back to a meeting after Jason has had some time to work on the concerns they expressed. He reminded them that board seats will be open in the coming months and encouraged them consider applying.

Round table

C. John: The Grand Prix committee work is ongoing.

Samanta: Offered to assist with crafting the marathon job description

Don Madgett: applauded the work of the Runners Market group.

Amber Carroll expressed pride in the East Tennessee running community.

Jessica stated that the annual KTC Christmas party will be held December 10.

Brandon reminded everyone of the upcoming Escape From Brushy Mountain 5K race. He urged members present to share ideas on races of any length, not just the marathon.

Melissa expressed excitement for Brushy Mountain and congratulations to Brandon in his first RD role.

Jason stated that we all have the same goal—to grow and encourage the club to thrive, providing amazing experiences for all. He expressed appreciation for the process of becoming executive director. He announced that the new SoKno rail trail will open soon and that the trailhead will be named after the track club. A ribbon cutting will be scheduled for the fall.

Michael urged everyone to come and run the Panther Creek Challenge, next up in the trail series.

Brent asked who found running while they were in school, and who came to it later in life. One thing that brings us all here is running. He encouraged all to help with volunteering for cross country events where help is needed in all areas. He mentioned the upcoming Victor Ashe event and reminded that these events are a great opportunity for the club to reach more people.

Zane encouraged communication regarding input on the marathon. He stated that his biggest concern was that once we get past the sense of urgency created by recent events we remain diligent in pursuit of growth and momentum.

After a motion by Karla and a second by Amber, the meeting was adjourned by Zane at 7:30 PM.