

# ORRRC Trustee Meeting

May 12, 2022

Meeting Location: Indian Riffle Park – Shelter # 1

Attendees:

- Peter Qumsiyeh – President & RD
- Robert Faux – Vice President & RD
- Eddie Weaver – Treasurer & RD
- Jim Bulach – Secretary & RD
- David (Hoot) Gibson – Trustee & RD
- Karen Gildow – Trustee & RD
- Kevin Johnston – Trustee & RD
- Jen Yoak – Trustee & GnG Co-Race Director
- Ruth Kohstall – Trustee & RD
- Heidi Heckel – Trustee & RD
- Nick Alexander – Trustee
- Quintin Elking – Trustee
- Josh Welhener – Race Director



## Agenda / Meeting Minutes

- Meeting called to order by Peter at 7:00 PM.
- Approval of April's Meeting Minutes. (Jim)
  - Eddie motions to approve; Robert seconds; Motion passes. (Jim abstained).
- Financials. (Eddie)
  - Accounts: Checking \$29,645.16 ; Ancillary \$506.03; Savings \$146,734.98.  
Total all accounts: \$176,886.17 (Est. Yearly ops costs: \$365,648)
  - Notes:
    - **TWENTYTWENTYDEUX:** RunSignUp finally paid-out for this event, bringing the total income to **\$4,295**.
    - **WOLVERINES:** The bank-issued check (using their "Bill Pay" function) failed for an unknown reason, so I combined both receipts Coach Keith sent me and paid out a lump sum of \$2000.
  - Hoot asked how we are doing compared to previous years prior to Covid?
    - Eddie says we are on track, but it is hard to accurately make this determination since Turkey Trot is such a big influencer on how we are doing. It is too early in the year to know how it will impact our final

numbers. Our fiscal year is from Jan 1<sup>st</sup> through Dec 31<sup>st</sup>. This could be changed, but it would make tax filing much more complicated.

- Karen motions to approve the financials; Hoot seconds; Motion to approve the financial statements passed. (Eddie abstained).
- Funding Considerations.
  - None
- Pre-Race Reports (Robert):
  - Vandalia 5k (18 May)
    - Finally got the Permit for this race on 05/11/2022.
    - Awards are purchased and ready for pickup this week.
    - Any leftover water/pop/snacks will be given to the Tie Dye 50K for their race.
    - This is the only time I will be putting on this race and will be handing it off to someone else in 2023.
  - Tie Dye 50K (Ashley Hartoin and Al Eder)
    - We anticipate around 105 runners.
    - We have special finishing awards celebrating the Tie Dye's 15<sup>th</sup> Year!
    - We are now a Trail Sisters approved event.
    - The course will be the same 10.3 mile loop as 2021
    - There are now new restrooms at the Campground Aid Station and we will have a porta potty at the 5 mile Orton Aid Station.
    - We still could use a few more volunteers for either morning or afternoon time slots.
  - Another Dam 50K (Heidi)
    - It's been very stressful working with 5 Rivers getting the permit. Even though our permit was initially approved, Valerie called and let Heidi know that Patty Shelter is now reserved for a graduation party.
    - The 50K can still take place in the park, but it will need to be rerouted to avoid the shelter. Heidi has come up with a plan to do this.
    - Instead of the shelter, we will have a unmanned aid station on that side. Because this is different from what runners have experienced in the past, Jim stated that we should ensure that we let everyone know in advance

so that runners are prepared to go the full 8-mile loop before they have the benefit of a fully manned aid station.

- Even though Heidi had the shelter reserved, it seems that 5 Rivers was considering it a conditional approval. Peter stated that this is what Valerie has implied in his conversations with her.
- A very in-depth discussion followed with the frustrations and difficulties in dealing with 5 Rivers and Valerie.

- Post-Race Reports (Robert):

- Sugar Maple Festival 5K (Hoot)

- We had 309 runners register and the timing team logged 301 runners crossing the finish line. These numbers are very close to the number of runners for the 2019 race when it was last run.
    - This was the first offering of the race since 2019 when it was a 6K.
    - The new 5K course starting at the St. Pierre Education Center, going through the Kable's Mill neighborhood, and ending on the Miami Valley South Stadium, worked out very well.
    - Finish line awards and refreshments went well.
    - Race income exceeded expenses by about \$289.
    - The team of 33 volunteers did fantastic work!
    - Ruth enquired on how the handing out of awards at the finish line worked? Hoot and Kelsey stated that it went very well.

- Twin Creek 10K (Robert)

- Race was run as a Virtual Race due to a lack of having a Race Director.
    - There was a total of 27 participants signed up for the virtual.
    - Heading into the 2023, Micah Lipps will be the RD for Twin Creek.

- George Rogers Clark Park 10K (Larry Berna & Tim Snyder)

- Nothing turned in yet, but it just happened a couple of days ago.

- Marathon/Half: (Kelsey)

- Requests \$1000 for race signage for next year. This could help people stay on course, especially if we are struggling to have enough volunteers as course marshals. Also, the small little wire signs with the Velcro do not withstand wind very well. Several of them had blown over and had to be anchored back in place by the course marshals.
    - Having better mile markers are needed, too.

- Peter asked Kelsey to do further research and come up with an estimate on what it will take to come up with the appropriate signage. Kevin wanted to ensure that we spend our money on quality products that will last for many years.
  - Kelsey reported that other than the few people who got lost, everyone seemed to enjoy the course!
  - Eddie reported that the Marathon where it stands right now almost broke even. It is down \$383.
- Caesar Creek Race (Josh).
  - Spent quite a bit of time making a webpage to convey all the information needed for the event. This was a challenge, but good progress has been made.
  - Requested additional information on porta-potties. He was concerned about Rumpke based on the meeting minutes from last month. Eddie clarified that they are good for the event, but post-event billing can sometimes be challenging, where they send the bill directly to the race director instead of the ORRRC treasurer. If this happens, make sure that you get the bill to the treasurer.
  - He has already gotten inquiries on how to become ORRRC members, which is very good.
  - The logistics of the race are coming together, even though we have set out to do something fairly complicated.
  - The course is in good shape and should work out very well for the event.
  - There are concerns about having enough volunteer, so he is considering capping the wheelchair participants to 16, instead of the originally planned 32.
  - There are not too many adaptive races out there, so we are doing something that is not very common.
  - Jen had additional questions needed by the timing team. She was surprised that it now has a rolling start, which adds much more complexity. She will get with Josh to clarify the various details and requirements.

- Board Discussions / Votes:
  - Scholarships (Eddie).
    - He'd like to do the same thing as last year: 4x\$1000 scholarships using the same format / methodology.
    - The improvement he's going to try to make this year is to try and shotgun this out to as many athletic directors and high school principals as possible.
    - He'll try to advertise it strongly on FB and social media as well. Hopefully that'll improve our entrants!
    - Wants to get it out soon, so that students get it before the seniors are done.
    - Hoot inquired about doing it in the Fall. Eddie stated that we have done this in the fall, but it did not really get the response. He is willing to try it again. Nick believes that doing it in January might make better sense from a timing perspective.
    - Jen motions that we start the process in September for final selection of scholarship winners in December, which will keep it within the same financial year for proper accounting to the planned budget. (As opposed to carrying over into January). Peter seconds. Motion carries. Eddie abstains.
  - Large race timing RFP – attached (Jim).
    - The committee, consisting of Eddie, Jen and Jim, met and put together a draft RFP. At this point, they are looking for additional feedback from the board, along with the race directors that use outside timing services. They have already received feedback from Margaret, which they will be adding into the RFP.
    - Prior to next month's board meeting, the committee will meet one more time to finalize the RFP for board approval in June. The committee will be inviting Kelsey, Margaret, and Greg to join in the next meeting to ensure that complete RD representation for all 3 of the events using outside timing services.
    - Once the board approves the RFP in June, the committee will solicit proposals from timing companies with a deadline to have their response

back to us by July 22<sup>nd</sup>. This will allow the board to make decisions well before this year's Ghost n Goblins and Turkey Trot, which will allow the timing companies awarded the business to have the opportunity to observe those events before their contract begins at the beginning of 2023.

- The biggest change to the RFP from previous years is the request to quote each race individually, as opposed to lumping all three major races together. This will allow opportunity for some of the smaller local timing companies to have a better chance of landing a contract for a race that best fits their specific abilities. In the past, the Turkey Trot with its larger numbers and more complicated logistics pretty much determined who got all the races.
- Race director training:
    - Binder for each race (similar to what GnG has), in addition to the RD Portal.
      - Hoot's proposal: The club will create a Google Drive folder with subfolders for each club race and encourage race directors to use these **race binders** for storing information about their race.
      - Hoot has heard several people suggest something like race binders including, most recently, Rebekah Taylor. The primary benefit of a common storage area for race binders would be to help with transitions from one race director to another, either planned or unplanned. Information in the race binders might also be useful for other purposes, such as creating new races and answering historical questions. He thinks setting up the proposed Google Drive structure would be very easy. Limiting folder access to trustees and race directors, if desired, and occasionally backing up the folders would require some effort. He does not recommend a heavy handed approach, such as requiring volunteer race directors to place specific race information in the folder each year. At least initially, we might just recommend race directors copy whatever files they think useful into the annual race binder after the race and see how that works out. Ideally race directors will

move toward using these folders as their primary location for maintaining useful information about their race.

- There was consensus among the board members that this is a very good idea. Eddie will give Hoot access to our Google Drive account, so that Hoot can experiment in trying to get something setup.
  - The board also agrees that formal race director training is very important in addition to the binders. Peter will ensure that we keep this in the plan.
- Voting on who to represent the club at RRCA Chicago - 3/23/2023 to 3/26/2023.
    - Peter will be going representing the RRCA, so he will be there without incurring expense to our club.
    - The rest of the board's trustees were asked if they had an interest in going. The following six responded that they did: Jen, Ruth, Hoot, Nick, Kevin, and Robert
    - Discussion followed on how to send those interested and keep expenses down and in-budget, such as sharing hotel rooms and carpooling. Doing these things will allow us to send more people. Those interested in going stated that they would be willing to do this.
    - Peter motions to send Jen, Ruth, Hoot, Nick, Kevin, and Robert. Eddie seconds. Motion carries. (Jen, Ruth, Hoot, Nick, Kevin, and Robert abstained).
- RRCA Convention:
    - Presentation from 2022 attendees – part 2 (Kevin).
      - Key notes and takeaways about race volunteers:
        - They are very important and critical to a successful event. They quite often must get up very early and must dedicate valuable time in their day as they volunteer.
        - They should be treated like runners in recognition of their efforts.
        - They should be getting some type of award or treat, too. Such as shirts, group awards for biggest group, gift cards, food, prizes, etc.
        - Keep well documented contact lists of volunteers. A volunteer coordinator should oversee this database.

- Mailings to the volunteers, such as birthday cards, thank you notes, Christmas cards, etc.
    - Peter thanked the representatives that go to the convention and is very appreciative of their interest in going to bring back this type of valuable information.
- Meetings until October will be held at the same location - Indian Riffle Park.
- Around the Room:
  - Peter – Will be here in June but will miss the July meeting. He asked Robert to run that meeting.
  - Jim – Will be missing the June and August meeting, so will need someone to take minutes. Jen volunteered to cover June and Kevin volunteered for August.
  - Kevin – Gave Eddie a token of appreciation from RRCA convention for making payments and taking care of things financially to ensure a successful trip.
  - Nick – Would like to do more in advertising where club members run to bring attention to the club and promote our representation in the larger running community.
  - Robert – Had a booth at the Flying Pig, where he shared information on the ORRRC and the RRCA. Peter let everyone know that we did not pay for the booth and Robert made himself available at the last minute to work the booth. It is appreciated.
  - Hoot – Will take any feedback that anyone has on increasing non-member race fees. At our next meeting, he would also like to discuss updating the race calendar to twice a year as opposed to just at the beginning of the year in January. Having an update in mid-summer going halfway into the following year would allow people to have better visibility into races, such as the marathon, enabling better participant planning. He believes that it would really help in boosting race attendance.
- Meeting adjourned at 8:25 PM.