

ORRRC Trustee Meeting

February 9, 2023

Attendees

Note: Annual Members Meeting held in-person at the Antioch Shrine – Downtown Dayton.



- Peter Qumsiyeh – President & RD
- Robert Faux – Vice President & RD
- Eddie Weaver – Treasurer, RD & Timing Team
- Jim Bulach – Secretary & RD
- David (Hoot) Gibson – Trustee, RD & Timing Team
- Karen Gildow – Trustee & RD
- Kevin Johnston – Trustee & RD
- Jen Yoak – Trustee, RD & Timing Lead
- Ruth Kohstall – Trustee & RD
- Nick Alexander – Trustee & RD
- Quintin Elking – Trustee & Timing Team
- Jennifer Summers – Trustee & Timing Team
- Cari Masek – Trustee
- Andrea Van Sickle – Trustee
- Margaret Hurley – Lifetime Member & RD
- Kathleen Tiller – Lifetime Member & RD
- Kim Johnston – Member & RD
- Kelsey Snively – Member & RD
- Ronda Bennett – Member & RD
- Denny Bennett – Lifetime Member
- Carol Bennett – Lifetime Member
- Felix LeBlanc – Lifetime Member
- Danny Losekamp – Lifetime Member
- Tom Tiller – Lifetime Member
- Amanda Qumsiyeh – Member
- Max Qumsiyeh – Member
- Leo Qumsiyeh – Member
- Ruth Alexander – Member
- Bob Burke – Member
- Tom Helfinstine – Member

Agenda and Minutes for the Annual Membership Meeting

- Annual Meeting of Members called to order at 7:00 PM by Peter.
- Roll Call – Went around the room and everyone introduced themselves.
- Eddie gave a summary on the club's Annual Financials.
 - Accounts: Checking \$59,434.86 ; Ancillary \$506.57;
Savings \$148,132.51. Total all accounts: \$208,073.94
(Est. Yearly ops costs: \$365,648)
 - Notes:
 - **OVERALL YEAR:** the ORRRC successfully navigated financial turbulence post-COVID, and we essentially exit the race-based effects of postponements, delays, and deferrals approximately where we have been in past years. While the data shows we finished out the year with less in our bank account than in years prior, we also paid all of our outstanding end-of-year items (Turkey Trot & GNG shirts, facilities, etc.) within the year, so we didn't have the typical large drop in income we usually see between December and January. **Thanks to race director and Board prudence**, we start off 2023 at the same comparative financial levels as we have in years prior and remain solvent for our mission!
 - Kathleen thanked the board for the money that she was allocated to use for the Grand Prix.
 - Kevin requested that the board detail and explain the price increase for membership.
 - Eddie explained that the recommendation came from the finance committee. The primary reason was to help narrow the gap between club expenses and revenue by bringing in a little more money to cover our ever-increasing expenses. Examples:
 - MetroPark fees going from \$50 to \$300
 - Porta-potties that were between \$50 and \$100 are now \$160 each
 - Membership fees will be increasing from \$25 to \$35 (single year). This is still cheaper than a typical race. Additionally, the pricing structure for our regular races was too complicated, especially for our volunteers, requiring \$9, \$5, and \$2 to be managed with correct change. The \$9 non-member fee is now \$10, which eliminates the need to have so many \$1 bills for change.
 - To ensure that members had plenty of advance notice, the board voted to delay the membership fee increase from January 1, 2023 to March 1, 2023, with the option to move it out further, if necessary.

- Seating of the 2023 Trustees.
 - The membership is advised that the following members were nominated to serve a one year term as Trustees beginning February 2023. Since those nominated did not exceed the number of open board seats, there was no need to hold an election.
 - Peter Qumsiyeh
 - Robert Faux
 - Eddie Weaver
 - Jim Bulach
 - Jen Yoak
 - Nick Alexander
 - Hoot Gibson
 - Karen Gildow
 - Kevin Johnston
 - Quintin Elking
 - Ruth Kohstall
 - Jennifer Summers
 - Andrea Van Sickle
 - Cari Masek
 - Sean Costello
 - Even though everyone had already introduced themselves at the beginning of the meeting, Peter asked that the nominated trustees stand up for the membership to see who will serve as the club's 2023 Board of Trustees.
- Election of President, VP, Secretary & Treasurer.
 - Jim, as the 2022 outgoing secretary, took over and chaired the meeting with a call for nominations for President.
 - Hoot nominated Peter. Jim confirmed Peter's willingness to accept the nomination. He then asked if there were any other nominations, of which there were none, making Peter the 2023 President.
 - Jim handed the meeting over to Peter, as the newly elected president, to continue the election of the remaining officers.
 - Peter called for nominations for Vice President.
 - Karen nominated Robert. Peter confirmed Robert's willingness to accept the nomination. He then asked if there were any other nominations, of which there were none, making Robert the 2023 Vice President.
 - Peter called for nominations for Secretary.
 - Eddie nominated Jim. Peter confirmed Jim's willingness to accept the nomination. He then asked if there were any other nominations, of which there were none, making Jim the 2023 Secretary.
 - Peter called for nominations for Treasurer.
 - Jim nominated Eddie. Peter confirmed Eddie's willingness to accept the nomination. He then asked if there were any other nominations, of which there were none, making Eddie the 2023 Treasurer.

- Other submissions by the membership for discussion, presentation, and/or voting.
 - Denny requested that we look at getting a good PA system.
 - Eddie stated that we looked at this last year after the same request, but they were rather expensive, and the storage sheds get too cold, which is detrimental to the equipment.
 - Denny stated that at the larger races, the participants cannot hear.
 - Kevin stated that this is typically the case at the Frostbite 5. Many of the participants are talking and have no idea the race officials are giving instructions. Those who are trying to hear the instructions can not hear them at all.
 - After much discussion, including alternative places to store and maintain the PA system, Peter stated that we will revisit it and add it to next month's agenda.
 - Kathleen informed everyone that the first race of the Grand Prix is the upcoming Frostbite 5 and it is not too late to sign up for the Grand Prix.
 - Ronda observed that as she works as a volunteer at our race registrations that many of the parents signing kids up are unaware that there is a membership available to their family. She inquired if club has an outreach program to area schools as a way of spreading the word.
 - Eddie stated that this is not something that we currently do. However, we do contact the athletic directors to inform them of our scholarship opportunity, but this really doesn't send the same message.
 - Ronda volunteered to put together a proposal / plan to present at a future board meeting.
- Annual Meeting of the Membership was adjourned by Peter at 7:25 PM.

Agenda and Minutes for the Trustee Meeting

- Trustee Meeting called to order by Peter at 7:32 PM.
- Approval of January's Meeting Minutes. (Jim)
 - Jim stated that the only update to the meeting minutes that were sent out is an update to the attendees section, where he added "timing team member" to Jennifer Summers's roll. Nothing else was changed in what the board had already reviewed via email.
 - Andrea stated that she did not get the minutes. However, she did get the other correspondence.
- Kevin motions to approve; Robert seconds; Motion passes (two abstains – Jim and Andrea).
- Financials. (Eddie)
 - Accounts: Checking \$59,434.86 ; Ancillary \$506.57;
Savings \$148,132.51. Total all accounts: \$208,073.94
(Est. Yearly ops costs: \$365,648)

- Notes:
 - **MARATHON & TWENTYTWENTYRUN:** both of these races got partial registration payments in 2022, so their incomes will appear lower than they actually should be for this year.
 - **TURKEY TROT / BAUM OPERA HOUSE AWNING:** a vehicle in service to the Turkey Trot damaged a part of the Baum Opera House's awning, hence the unexpected expense. We believe the total repairs will cost around \$2,000—this is just the down-payment for the repairs.
- Ruth motions to approve the financials; Jen seconds; Motion passes (Eddie abstains).
- Funding Considerations.
 - None
- Pre-Race Reports (Robert):
 - Frostbite 5 (Ruth)
 - Ruth contacted Centerville High School this afternoon and there is another event going on in the High School Gym on the same date as the Frostbite 5, so we will be using the football stadium area. There are restrooms in the area.
 - Even though Ruth reserved the gym in September, school events take precedence, thus we were bumped out of the gymnasium.
 - Peter stated that the weather is going to be really good, so it will probably work out okay for this year.
 - Sweetheart Shuffle – (Kevin)
 - Kevin is co-directing with Gail Alford.
 - He is re-purposing awards from the storage shed with the help of Bill Mercer.
 - He will be using any left over refreshments from Ruth's Frostbite 5.
 - It will be the same course as last year, starting and finishing at the Preble County YMCA in Eaton.
 - Tom Tiller will be one of his course marshal's, but he could use two more people.
 - He has fliers on the table and is hoping to have good attendance, even though the location is a little further away.
 - Frosty 14
 - Race Date: 02/25/23
 - Race Director's Name: Barney Riesbeck
 - Timing is being handled by: ORRRC Chip Timing
 - Additional Information:
 - I would like to update the Facebook page, but don't know how.

- Little Miami 10 Miler – (Charles)
 - Race Date: 3/5/23
 - Timing is being handled by: ORRRC Chip Timing
 - Additional Information:
 - Our main contact in Yellow Springs for facilities, parks & rec, permits, etc is Sam Stewart. She has been helpful, as she has worked with us on this race the past few years.
 - Just an FYI... I had to do some sweet talking to keep this race on the usual Sunday. The Bryan Center no longer does facility rental on Sundays, but made an exception for us. This will be the last year, so we'll have to move to Saturday or adjust the way we run this event.
 - Registration will occur in the Bryan Center gymnasium. They provide table and chairs.
 - Restrooms are available in this building until 10am (race starts at 9am). No use of the building after that. After 10am, the small station building right on the bike path will be open for restroom use.
 - No additional permit or insurance is needed for this race because of its size and its limited to the bike path. Everything else is covered in the rental agreement contract.
 - I'll need a few more tables for water stations and timing (and a canopy for timing in case of weather) and coolers. I assume all of this is available in the shed, which I'll need access to.
 - I have awards covered.
 - Overall, I think I am in pretty good shape for this event. I have a few volunteers lined up, but 3-5 more would be ideal.

- Xenia Marathon (Kelsey)
 - The race had 350 runners last year. We are 554 right now. Expecting maybe about 750 runners total.
 - Could use more volunteers, especially course marshals.
 - Have done a lot of advertising this year, including radio.
 - The number of sponsors is down a little bit this year.
 - Invested in new course signage, since we had some issues last year.
 - Financially, we are doing much better on this event compared to last year. We are expecting to at least break even.
 - Kevin stated the serving of food stops at 2:00. For any hour after this, it will cost us an additional \$100. We will be sending snack bags out with the volunteers so that they don't miss out. The volunteers will also get a food voucher to use when they return. We will have potato soup, vegetable soup, peanut butter and jelly, etc. The food will be served in the adult center. You cannot get the food in the YMCA.

- Race director training and filling of RD Positions. (Robert)
 - Robert provided feedback from the recent race director training, including the importance of keeping the board informed of race status through the use of pre-race and post-race reports.
 - He had put the word out that we still need a race director for the Vandalia 5K. After doing this, he had 2 people step up and volunteer to race direct the event – Ronda Bennett and Mike Allen. Ronda is new to race directing, but Mike is very experienced. Rob Lewis, who has race directed the Vandalia 5K for several years in the past, also stated that he would be available help Ronda and Mike.
 - Peter motioned for Ronda Bennett and Mike Allen to RD the Vandalia 5K. Eddie seconded. Motion passes. (Robert abstains)

- Jennifer Summers wants to move the date of the Broken Toe 50K due to a conflict with another event.
 - She proposes a new date of Saturday, November 4th.
 - Peter noted that Sunday, November 5th is the Narrows Rabbit Hunt 10K.
 - Since this would put two races on the same weekend, Eddie stated she would need to check with Danny (the Narrows race director) to prevent a shortage of supplies.
 - Additionally, Jen stated that we do not have the equipment to time an Ultra and another trail race on the same weekend. The Ultra would need to be time manually.
 - Peter messaged Danny to get his feedback on whether the plan is acceptable with him.
 - After discussion with Danny, he does not want to share a weekend, but would be willing to trade weekends with the Broken Toe.
 - Based upon his response, Andrea motioned that the Narrows be held on Sunday, October 29th, and the Broken Toe 50K be held on Saturday, November 4th. Ruth seconds. Motion passes.

- Post-Race Reports (Robert):
 - Holiday Party – (Ruth)
 - Had great feedback.
 - Excellent turnout.
 - There was a little bit of confusion around the final registration count due to the way things were worded, but everything worked out well.
 - Ruth will direct it again next year.

- Board Discussions / Votes
 - Welcome 2023 board of trustees.
 - Peter welcomed the trustees again and instructed the new trustees to ask questions of the existing trustees to clarify and understand anything that they want to know.

- 18-year olds registering a 17-year old friend (Karen).
 - Parent and legal guardians are good to sign for a participant. However, we've had friends, who are over 18 years old sign for younger participants.
 - Also, coaches do this and they are not legal guardians, such as Cross Country coaches, youth group coaches, and Girls on the Run coaches.
 - Jen stated that we cannot allow people under the age of 18 to pre-register online.
 - Peter will find out RRCA's ruling on this and provide their feedback / recommended guidance.

- Potential club mobile phone (Eddie).
 - We are being required to have a mobile phone number for texting 2 factor verification, such as taxes, banking, 2FA apps, and getting online services (Google Pay, PayPal, YouTube / socials, etc.). Eddie does not feel comfortable using his personal phone to do this.
 - Eddie has an old phone that he can donate to the club, which would eliminate the cost of the phone.
 - He has researched plans and it looks like we have 2 "best-options"
 (*Note: the bigger carriers are much more expensive, with baselines of \$60+/month*):
 - **Google Fi** (Best option # 1)
 - Plan Cost: \$20 + \$10/GB
 - Contract Length: No Contract
 - Benefits: Easy billing, reliable & known, discounts on our existing Google storage
 - Detractors: Higher cost
 - **Mint Mobile** (Best option # 2)
 - Plan Cost: \$15/mo for 4GB of data, goes to \$25/mo after first 3 months
 - Contract Length: 3 month intro, then variable after
 - Benefits: Lower cost initially, *Ryan Reynolds*
 - Detractors: Contract lock-in / less flexible if we don't like having it
 - Andrea made a motion to proceed with Google Fi at \$20 per month (no contract). Jim seconds. Motion passes. (Eddie abstained)

- Training material on course marking (Nick).
 - This is in process and Nick will be presenting in the future.

- Race directors who are not members – process for checking (Peter).
 - It is a requirement that race directors be members.
 - Peter has asked Kathy to start checking for this.

- Do non-member volunteers sign a waiver?
 - After some discussion, it was stated that having Race Directors ensure that all of their volunteers sign the yellow waiver sheet would be a good practice.
 - Jim stated that at the Stillwater 7, he has a sheet made up for all volunteers to sign, which ensures that he has their contact information for if he needs to get a hold of them during the race. It would be nice if the club could put together a standard volunteer sign-in sheet with the same wording as the yellow participant sheets. This would eliminate the need for volunteers to sign in twice and takes some of the burden off the race director (who is usually super-busy with other things on race day) of ensuring that all volunteers sign the yellow waiver sheets. The volunteer sign-in form that includes the waiver could be added to the Race Director Portal.
 - Peter will inquire of the RRCA for their recommendation and guidance.

- Data & Tracking:
 - Race trends document and volunteer tracking – attached (Peter).
 - Norm has been doing this, but will not be doing this moving forward.
 - Andrea says that she likes numbers and would like to do it.
 - Jen says that a lot of it is the same information that she is already posting from the timing team.
 - Andrea expanded upon her thoughts and how better data and tracking could benefit the club.
 - After much discussion, Peter stated that we seem to be covered from a small race perspective. Large race directors have data that they keep and can transfer as needed. Outside of this, if Andrea and Jennifer have ideas on what other data would be beneficial to race directors, then put something together to distribute among the board for presentation at the next meeting.

- March meeting will be held on March 9th at Panera Bread on Brown Street.
- April through October meetings will be at Indian Riffle Park. The weather should be nice at that time.
- Around the Room:
 - Robert – Will reach out to Kathy Robbins about the new Race Directors coming on board.
 - Kevin – Thanked his wife for being the co-director of tonight’s annual meeting of the members. He also told everyone that he has containers for leftovers, so please take some. Additionally, he reminded everyone to not forget about the upcoming Sweetheart Shuffle 5K.

- Cari – Asked if there are any opportunities to attend the RRCA convention. Peter stated that this year is filled, but next year is still to be determined, if interested.
 - Hoot – He put race schedule cards up front and he has more, if needed. He asked everyone to please pencil in the changes for the Broken Toe 50K and the Narrows Rabbit Hunt.
 - Denny – Thanked Peter for being president, thanked the board members for being on the board, and stated that without the board's hard work, we would not have a club.
 - Margaret – Also, expressed appreciate for the board and all the hard work that it takes.
 - Peter – Thanked the bartenders for everything that they did to help out throughout the evening. We really appreciate it!
- Peter adjourned the meeting at 8:53 PM.