

ORRRC Trustee Meeting

March 9, 2023

Meeting Location: Panera Bread
(1203 Brown Street, Dayton, OH)



Attendees:

- 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
- Jennifer Summers – Trustee, RD & Timing Team
- Cari Masek – Trustee
- Andrea Van Sickle – Trustee
- Kelsey Snively – Marathon RD
- Emily Snively – Spouse of Marathon RD
- Mike Allen – Race Director
- Charles Rodeheffer – Race Director
- Dan Cross – Race Director
- Micah Lipps – Race Director
- Chelsea Raterman – Five Rivers MetroParks Permit Coordinator
- Coach Keith Ways – Dayton Wolverines Head Coach
- Aubrey Ways – Dayton Wolverines Asst. Head Coach

Prior to the official start of the meeting, everyone introduced themselves and stated their role.

Agenda / Meeting Minutes

- Meeting called to order by Peter at 7:01 PM.
- Peter had everyone introduce themselves.
- Approval of February's Meeting Minutes. (Jim)
 - Robert motions to approve both the annual meeting and the trustee meeting minutes; Eddie seconds; Motion passes. (Jim abstained).

- Peter introduced Chelsea, who has taken over Valerie's position as the Five Rivers MetroParks permit coordinator. She wants to have a good relationship with the club. She has run quite a few of our events and is a huge advocate of the ORRRC. Prior to taking the position, she had spoken to someone last year who was having trouble getting their permit for Twin Creek MetroPark. This piqued her interest, so when the permit coordinator position opened, it was one of the factors that motivated her to pursue the position in effort to provide a more positive experience.
 - Peter stated we are very excited to have her in this position and look forward to working with her. He also stated that we want to work with her to make her successful, so if there is anything that she needs from us, to reach out to one of the officers, or a board member, and we will do what we can.
 - Ruth stated that we love the 5 Rivers MetroParks.
 - Kevin asked when the office is called, does it go to her? She stated that if we call the main office, it will get transferred to her. However, she has a direct line via her cell phone, which she will share with us.

- Funding Considerations.
 - Dayton Wolverines – (Eddie / Coach Keith).
 - Eddie stated that we have had a historical relationship with the Wolverines for about a decade. Coach Keith replied that they have had 7 track meets, since the club's involvement. Eddie stated that they volunteer at many of our larger events. What they do fits our mission of promoting running in the community, which is part of our 501c charter. We generally provide funding to them for a track meet that they have in the Spring and that track meet helps to fund the rest of their operations. Our funding helps to sustain them, while simultaneously planting a seed that often grows into making a huge impact on many individuals.
 - Coach Keith introduced a couple of his runners that started very young and are now coaching at schools and/or running at higher levels in college / major events. He also went into detailed discussion on some of the various bigger track meets at which they traveled and competed, along with the success of several of his athletes who made All American.
 - He says that the ORRRC has made a big impact on his club.
 - They always look forward to the DeWeese Park 5K.

- They are looking forward to helping with this year's Marathon on April 2nd.
 - Kevin motions that we donate \$2,000 to fund their activities and accomplishments. Hoot seconds. Motion carries. (Cari abstains)
- Financials. (Eddie)
 - Accounts: Checking \$65,889.67; Ancillary \$506.63; Savings \$148,564.58.
Total all accounts: \$214,960.88 (Est. Yearly ops costs: \$365,648)
 - **Notes:**
 - UPS STORE: The UPS Store forgot to bill us for our mailbox since last September (they've had two management changes in the last year), so when Eddie inquired about it when he checked the box on the 16th, they stated that he needed to pay right then (and not leave the store) or lose the box. He didn't have the Club card on him, so he paid with his own card. This is irregular and not a great treasury/accounting practice, but it was a forced-emergency situation, so he went with it to prevent even more costs (time/money) from moving boxes. If Peter concurs with the charge and receipts, he will have Peter sign the check, so he is not paying himself directly.
 - Jen inquired about the overage spent at the Frosty 14. It was about \$500 over budget due to the soup that is traditionally served at the race. In the past, the race director has requested an increase in the budget, but this year the race director did not make the request.
 - Eddie stated that outside of the food, the race director was prudent with the rest of the expenses.
 - Eddie says that we are in a good financial position, but if all race directors do this, it will be a financial burden.
 - After much discussion, Peter motions to reimburse the over-expenditure this year with the condition that Robert communicate a warning to the race director that he will not be reimbursed in the future without pre-approval. In addition to this, Robert should communicate the same message to the rest of race directors. Jen seconds. Kevin requested further discussion stating that all a race director has to do is come to the board and they will get approval to go over-budget. Peter stated that this is not so, since the board does have to vote to approve it. It's not

an automatic thing and the board could very easily deny the request for race directors that abuse their budget. Nick stated that if they come to the board, the board may be able to give them other avenues to reduce their costs to bring their costs inline. Motion passes. (Robert abstains)

- Jim motions to approve the financials; Robert seconds; Motion passes (with Eddie abstaining).

- RRCA Silent Auction (Peter/Kevin/Robert).
 - Peter says that last year, we went to the shed and got left-over items to donate to their auction.
 - Peter motions that we donate items from the shed and put a couple nice packages together. Eddie seconds. Motion carries.

- Pre-Race Reports (Robert):
 - St Patrick's 5K (Anne Sargent)
 - Race Date: 3/17/23
 - She needs additional volunteers.
 - Sycamore 10 miler (Dan Cross)
 - Race Date: 3/19/23
 - Permit is approved and everything is on track.
 - He is using up older leftover awards from his previous races.
 - Unlike last year, he says this year will be drier with no ankle-deep water!
 - Camp Hook 4 Hour Trail Relay (Micah Lipps)
 - Race Date: 3/15/2023
 - He has sent an email to the timing team to let them know that he will only need the clock. No need for chips. Tracking laps will be done manually. He says that the timing team should be very happy with this news!
 - Medical Services - He has sent an email to the Fire Chief in Carlisle to help determine which department covers Camp Hook within the Twin Creek MetroPark. He is waiting to hear back from him on which department we need to contact if a medical emergency arises.
 - Registration is starting to pick up and RunSignUp has had many views. As of March 9th, there are 10 teams signed up with 26 runners. Two of

those the teams still have 2 runners to fill their 3 person roster. The teams registered consist of 6 coed teams; 3 female teams; 1 male team.

- He has been promoting the event on Facebook and other social media sites, such as the Stone Steps page. He anticipates that he will get another 10 teams to sign up.
 - With what he knows now, he will get the Five Rivers MetroPark's Permit process going later this summer so we can get next year's relay on RunSignUp in January to provide more time for teams to formulate and allow people to schedule out their Spring Races.
 - He's very excited to get this race off the ground and believes it will be a great time for all.
 - He doesn't see any reason why we can't max out the participation next year with the earlier registration time.
 - Awards for the top 3 teams in Coed, All Female, & All Male have been secured. Each team member on 1st through 3rd place teams will receive awards. He would also like to get a small finishing prize for all participants. Hopefully, by the end of next week he can make that decision based upon paid registrants.
 - Volunteers – He's waiting for confirmation from 7 prospective volunteers. He should have that nailed down next week and will let the board know if he has need of additional volunteers.
 - Photographer - He saw that he does not need to reach out according to the information on the Race Director Portal. If he's wrong about this, let him know.
 - Peter inquired about race day sign-up. Micah says that according to the MetroPark policies, he is not allowed to do this. Peter wants to ensure that no race day sign-up is well-communicated to our membership.
- Sugar Maple Festival 5K (David "Hoot" Gibson)
 - Race Date: 4/22/2023
 - Hoot wanted to know if it is okay to do the non-standard 10-year age groups, which is what he did last year. He may also decide to adjust this differently for the younger ages groups. Eddie stated that as long as he has the web page updated to match what he is doing for age group awards, he does not require board approval.

- In his pre-race report, Hoot stated that he would like to pre-register the large group of Bellbrook Girls on The Run to ensure that the parent or guardian waiver signatures and payments are completely taken care of before the race. However, at the board meeting, Hoot gave an update where he learned that the Bellbrook Girls on the Run will not be there this year. This eliminates the challenge of having liability forms completed properly for this year, but we still need to resolve the issue and challenge of properly signed liability forms for future events, both his and other club events.
 - Nick inquired about methods to sign liability forms that cover all events for an entire year. Eddie stated that this was asked in the past to the RRCA insurance representative, and this practice was heavily frowned upon.
 - Hoot also showed off the mugs that will be awarded to the winners at the Sugar Maple.
- Marathon / Half Marathon / 10K (Kelsey)
 - Kelsey reported that the race is in pretty good shape with over 650 runners already registered. About 150 Marathoners, 360 Half Marathoners and 140 doing the 10K. He's expecting to get another 100 registered between now and the event. Compared to last year's total of 350 participants, this year is significantly better!
 - Financially – Everything seems good and in alignment with the budget goals.
 - He has met with the new timing company (Can't Stop Timing) and is pleased with how things are going. He believes that they will do a very good job.
 - He needs more course marshals. He only has about half of the 35-40 that are needed. He may need to come up with different types of incentives to increase the number.
 - He has all the permits, either complete or being very close to finalized.
 - Jim stated that when he signed up to volunteer as a course marshal, he received no email confirmation. He has a concern that some of the people requesting to volunteer are being missed. Kelsey will look into this, but he is pretty sure that the requests are going through.
 - Kevin expressed appreciation for all of the work that Kelsey has done to bring the Marathon back to life!

- Member-only Picnic (Kevin)
 - Kevin and Kim are planning to use Ruth's "Holiday / Awards Party carry-in concept" at this year's members-only picnic. A carry-in will lower costs and prevent the club from losing money due to members signing-up to attend and then not showing up. Last year there were 85 members who did this and we cannot financially recover the cost when this happens at \$19 per meal.
 - This year, the club will provide the meat and the drinks, with the membership carrying-in the rest of the food.

- Post-Race Reports (Robert):
 - Frostbite 5 (Ruth Kohstall)
 - Race Participation: 361 runners finished. Unknown number of walkers.
 - Beautiful weather made the outdoor registration and refreshments bearable.
 - Great crowd!
 - Slight course change (start/finish lines) worked well with the change in registration area. Course was accurate enough. (no complaints)
 - Misjudged the amount of post-race water and snacks, and ran out of everything!
 - Had one slightly disgruntled older female runner complain, for which Ruth accepted blame and apologized.
 - Slight issue: Runners cut the tangents on corners of the course, without regard to traffic. Potentially a risk hazard.
 - Bigger issue: There was major concern for traffic as runners returned to the parking lot, coming off the sidewalk into the traffic lane, with cars also coming in to the parking area. Robert was hastily sent to help direct runners to stay right and cars to stay left.
 - Sweatshirts were well received by the volunteers. And we sold enough to break even, or close anyway. Leftover shirts are in the shed.
 - Sweetheart Shuffle 5K (Kevin Johnston & Gail Alford)
 - Race Participation: 106 ran and we had 8 walkers. We had 8 Board members attend. Thank you all!

- We had a good sunny day, but a lot of wind. We had to have the awards inside, since it was too windy to lay them out on an outside table..
- The Y works out great. We don't pay them, thanks to Andy.
- We spent \$1111.81 and took in \$130 same day registration.
- We took in \$225 in membership payments.
- This means the race made \$244.00.
- The volunteers were on time and helped make the race go smoothly.
- We had no trouble that was reported to the race directors.
- We got the room at noon, which was early and we were out of the building at 3:30.
- Thanks to everyone that helped and came all the way to Preble County and Eaton to Race.
- It would be helpful if the race directors got a copy of the race day total at the site. ie: money and runners preregistered and those that signed up that day.
- Frosty 14 (Barney Riesbeck & Renee Guthrie)
 - Race Participation: 102
 - Weather was perfect!
 - All volunteers were great. We had plenty of numbers. We just need a couple more sweepers next year.
 - We would like this to be a cupless race and we are thinking about purchasing the collapsible silicon ones and having them for sale at the race.
- Little Miami 10 Miler (Charles Rodeheffer)
 - Date: Sunday, 3/5/2023 (looking at Saturday, March 9th for 2024)
 - Race Participation: 191 finishers
 - Course: Out and back on the Little Miami trail. South from Yellow Springs. 5 miles out and 5 miles back.
 - Weather: ~42 degrees and sunny. Some passing clouds.
 - General challenges/difficulties/problems:
 - I should have had a better system for awards. I couldn't distribute all of them as people finished. I'm currently cross-referencing the results and what was passed out on race day, so that I can

coordinate with folks who are entitled to an award but did not receive one.

- The pre-race restroom lines in the Bryan Center were very long and may have led to some people getting to the start line later than they wanted. Next year I should be able to get the small station building unlocked for pre-race.
 - Although the amount of post-race snacks seemed about perfect, I'll have more for next year as we ran out at the very end.
 - Next year, it will have to be on a Saturday, since the Bryan Center will not be open on Sunday.
- Board Discussions / Votes:
 - Flying Pig booth (Robert/Peter).
 - We have a booth there at no cost to the club. It's a shared booth with the RRCA. In the past Robert has manned the booth both days. We are looking for volunteers to help. Cari said that she will help out.
 - Peter stated that if you are going to be down there to pick up your packet, stop by the booth and help out for a while.
 - Reynolds & Reynolds Health Fair (Peter).
 - They are willing to give us a booth to advertise the club. They are asking for a donation of \$100, which can be in merchandise instead of actual money. We can easily use items from the shed to do this, such as Ruth's sweatshirts or other items.
 - 200K No Way Jackets Update (Gina/Peter).
 - Gina has a picture of the jackets to satisfy the question of what they look like, which was asked at the previous meeting.
 - RRCA/K&K response - re: parent/guardian signature AND bikes (Peter).
 - Our insurance will not allow bikes. Hand bikes are okay, but not peddle bikes, which they do not consider reasonable accommodation.
 - The next meeting will be held on April 13th at Indian Riffle Park – Shelter # 1.

- Around the Room:
 - Kevin – Hopes that Hoot is working on the calendar so that we can go to a July print (6 month releases). Hoot says that this will take some work, but doubts if he will have the time to do a full blown calendar. However, he can do cards. Peter asked the board to try figure out who can do a calendar and come up with a plan.
 - Eddie – Kathy and Eddie ran into an interesting phenomenon. When someone in the household gets a lifetime membership, the rest of the household would get the membership. We have not been doing this. Kathy and Eddie would like to do a compromise where the additional members would get a \$5 price for their annual membership cost. There was much discussion on how lifetime memberships work. Peter expressed that keeping track of \$5 coupon codes could be a logistical nightmare that has very little benefit to the club and the lifetime members.
 - Peter motions that lifetime memberships be issued as a household membership. Ruth seconds. As discussion: Jim brought up that the board has made bad decisions when voting on items brought up during “around the room.” He doesn’t see an issue in this case, but moving forward “around the room” should only be used for sharing information. (Voting items should be added to the agenda for the main meeting.) Motion carries. Eddie and Kevin abstained.
 - Robert – Help out our race directors, by volunteering.
- Peter made the motion to go to an executive session. Robert seconds. Motion carries.
 - Executive session called to order at 8:27 PM.
 - Peter motioned to adjourn executive session at 8:46. Cari seconds. Motion carries.
 - Kevin motions that Robert be the co-race director for Another Dam 50K in June. Jen Seconds. Motion passes. (Robert abstains)
- Trustee Board Meeting adjourned at 8:48 PM.