

ORRRC Trustee Meeting

March 14, 2024

Meeting Location: Indian Riffle Park – Shelter # 1



Attendees:

- Peter Qumsiyeh – President & RD
- Jennifer Summers – Vice President, RD & Timing Team
- Eddie Weaver – Treasurer, RD & Timing Team
- Jim Bulach – Secretary & RD
- David “Hoot” Gibson – Trustee, RD & Timing Team
- Robert Faux – Trustee & RD
- Kevin Johnston – Trustee & RD
- Rebekah Taylor – Trustee & RD
- Micah Lipps – Trustee & RD
- Doug Picard – Trustee & RD
- Danny Sullivan – Trustee & RD
- Andrea Van Sickle – Trustee & RD
- Shannon S. Miller – Trustee
- Ruth Kohstall – Member & RD
- Dan Cross – Member & RD
- Lawrence Chow – Member & RD
- Beth Whitehead – Member
- Cari Masek – Member
- Kayla Edwards – Member

Agenda / Meeting Minutes

- Meeting called to order by Peter at 6:31 PM.
- Peter had all attendees introduce themselves.
- Approval of February’s Meeting Minutes. (Jim)
 - Jim stated that everyone should have received the latest update (Revision 2), which included the corrections and clarifications fed back by board members.
 - Eddie motions to approve both the annual meeting and the trustee meeting minutes; Micah seconds; Motion passes. (Jim and Doug abstained).

- Financials. (Eddie)
 - Accounts: Checking \$74,551.20; Ancillary \$507.85; Savings \$183,215.32. Total of all accounts: \$258,274.37. (Est. Yearly ops costs: \$365,648)
 - Notes:
 - GEORGE ROGERS CLARK PARK: the payment for the permit is empty because I haven't been able to get them to answer the phone to pay them. Larry has sent me a message concerning this, but it was encrypted (his work e-mail) and I couldn't open it, so he may have paid it already and then I can pay him back. I will work with Larry to figure it out.
 - Hoot motions to approve the financials; Rebekah seconds; Motion passes. (Eddie abstains)

- Funding Considerations
 - None

- Pre-Race Reports (Jennifer):
 - Little Miami 10 Miler (Charles Rodeheffer)
 - I have need of additional volunteers.
 - I could use a few (at least 3 course marshals).
 - Sycamore 10 Miler (Dan Cross)
 - I have my permit and we're ready to race.
 - It may be wet due to recent rain.
 - Last year was very muddy, but this year could be less so, as long as we don't get any more rain. However, it is a trail race, so runners need to be prepared for anything.
 - Springtime Scamper 4 Miler (Adam Clouse)
 - I am excited to be taking on a race for the first time! A bit of a learning process, but it will make the process much easier next time.
 - I am planning for the ORRRC chip timing team to be at my race, so please reach out to me if anything else is needed to facilitate that.
 - I'm a bit unclear on what medical services I'm required to notify and have present at the race, but will follow-up on this piece separately via email with Jennifer.
 - On the volunteers, I have selected that I need more, but that's largely because I haven't started recruiting. I've got several avenues to attack this and will also reach out separately closer to race time if there is still a need for support.
 - On the budget, I am in the process of pricing out a few different items that fit the race theme in an effort to bring some fun to the event. I will reach out separately to Eddie on this if there is an ask

for additional funding. As someone who works professionally in finance, this part is interesting to me!

- During the meeting, it was expressed that it would be nice to have Adam here to explain and discuss the need for additional funding.
 - His email correspondence was pulled up, which stated that the additional funding will “support several items meant to make the race more fun. I would like to hire a bagpipe player to play while folks are warming up as well as to perform the National Anthem beforehand, which is \$130. I would also like, as the primary participant award for everyone, to hand out small flower flats. That will be roughly \$150. Throw in a few more fun thematic food items, i.e. an Easter egg with candy, some Lucky Charms bars, etc. to go along with age group awards, and \$300 doesn't go very far.”
- Jennifer stated that Adam believes that he will be pulling enough non-members into the race that their entry fees may offset the extra cost.
- Eddie explained that, without a Board vote to change the race's budget, reimbursements will only be up to \$300, regardless of revenue generated.
- After some board discussion, Eddie motions that we increase the budget from \$300 to \$500 for the event. Doug seconds. Motion fails. Jennifer abstains.
- Xenia Marathon, Half, and 10K (Kelsey Snively and Rebekah Taylor)
 - Registration numbers look good for the event. Current numbers as of 3/4/24 on the pre-race report as follows:
 - Marathon: 150
 - Half: 313
 - 10K: 121
 - Kelsey was not able to attend the March board meeting due to a work trip. Rebekah gave the latest update:
 1. For all three distances, we are now up to 637 registered participants. She still expects another 200 to sign up based upon last year's trend, which would give us ~800+ sign ups (between the 3 events).
 - The Marathon is doing surprisingly well, we are now up to 160, which is really great. There has been a lot of work getting on news programs and promoting the event.
 - Top overall awards have been obtained.

- Preparations for the marathon are going well. As always, we do have a need for as many volunteers on race day as we can get, especially course marshals. Currently, we have 22 of 38 covered.
 - There was some board discussion as to the possibility of changing the course to reduce the number of road crossings, which could reduce the number of course marshals needed. However, this would require the course to be re-certified, which complicates things.
 - Eddie stated that recertification, nor recertification costs, should not be a deterrent.
 - Kevin discussed changing this year's post-race meal from soup to a breakfast menu. It will include scrambled eggs, pancakes, sausage, hash browns, fruit, orange juice and coffee.
- Camp Hook 4-Hour Relay Race (Micah Lipps)
 - Placing medals have been received for all divisions. Finisher awards will be in before race weekend.
 - We have 36 Teams & 96 Participants. Sold Out!
 - 7 Teams on the Wait List
 - Camping on Friday night will include Poker Run @ 7 pm and s'mores provided for campers. Have started a list of campers.
 - Just like last year, will only need the clock to maintain a running clock (no timing team members required).
 - Should be good on volunteers, but will reach out if anything changes.
 - Will send email two weeks prior to race to participants to go over final details. Big focus this year will be parking.
 - Lets hope for great weather like 2023. Can't wait for race weekend.
- Sugar Maple Festival 5K Run/Walk (David "Hoot" Gibson)
 - I have need of additional volunteers.
 - As a minor rebranding, I've added "Run/Walk" to the name of the race this year.
 - I am not printing t-shirts this year like the past two years but will sell old shirts on race day.
 - Awards are designed.
 - There is a large group from the Bellbrook girls running club that will participate in the race this year. Hoot proposes that the board allow them to pre-register (using yellow sheets) ahead of the race.
 - Hoot is asking the board to waive the running fees for the few girls over 15. Running buddies who are not ORRRC members would be required to pay the \$10 entry fee.
 - As for the waiver forms, he wants to have them filled out and collected prior to the event. He would take care of this.

- No injuries or incidents to report.
- Only recommendation from the race director is to increase the fee for non-members to help cover the cost of the chili. He proposes \$20, which is not too steep in his opinion.
 - The cost of the chili is \$800.
 - Peter expressed concerns about having different non-member pricing for different events, which can really complicate things if other races do similar things.
 - Peter asked the board to give some thought to this and propose some alternative options. Does anyone know someone that could do chili cheaper to help keep the cost down? etc.
- Board Discussions / Votes:
 - Community Outreach
 - Adventure Summit Recap (Jennifer / Team)
 - Did this February 10th. There were lots of interest and had 2 people sign up for memberships. It was quite a commitment, where we had 8 people staff the event for only 2 new members. However, there could be other people that visited the booth that may sign up in the future, but that is yet to be determined. As a club with limited volunteers to staff a booth, we need to decide if this is worth it.
 - REI Grand Opening (Peter)
 - They are also letting us have a booth there for free. The dates are May 10th through the 12th. However, based upon the Adventure Summit experience, do we want to do it?
 - A couple board members said that they may be able to help with this one. Peter asked them to get with him afterwards and if we have enough people, then he will move forward with the booth.
 - Other potential events include:
 - Reynolds Health Fair Event
 - Cincinnati Flying Pig
 - Cant Stop Timing booth opportunities at their major events.
 - Dragon's 5K – Jennifer had a discussion with them, but they are looking for something in return that would make it mutually beneficial. She hasn't responded yet, but this could be tied in with the Annual Focus strategy.
 - Club bylaw changes update (Eddie / Team).

- A couple more responses came in this week. He needs additional time to put everything together. He will try to have this done to present at the April meeting.
- Beth inquired about an overview of what we are trying to accomplish with the updates. Eddie stated that what he will have at the April meeting would be an updated version to put forward to the board for review. Following the board's review and any additional updates, a membership meeting would be scheduled at least 60 days out for the membership to vote on approving the changes and updates before they could become official. This most likely will not happen until the July or August time frame.
- Andrea says at the RRCA convention, they have a session that may apply to some of the changes to help guide us.
- Scholarships Update (Eddie).
 - We have a couple of very good candidates.
 - The deadlines for applying for the scholarships are at the end of March on the 31st.
 - Andrea asked if there are any handouts / printouts detailing the scholarship opportunity. Eddie stated that the Information is on the website, which could be printed. However, there is no separate flyer for handing out.
 - Kayla stated that she will prepare a handout / flyer for passing out.
- Annual Focus Committee Update (Andrea)
 - She is still trying to fill the rest of the roster for the committee.
 - She is also currently pulling together data, so that the committee can make objective recommendations to the board.
 - Current members on the committee are still moving forward in working on the focus.
 - Jennifer wants to discuss alternative methods to more effectively get volunteers. Possibly on the registration form for our various races, or on the membership registration page?
 - Andrea wants to get feedback and data from the Race Directors to find out how to make things better for the club and member experience.
 - Jennifer discussed better methods of branding through the use of more club logo items.
 - Runner's Plus currently does this for us. Items being sold are very minimal. Need to review effectiveness and a change in strategy / focus. We originally had a contract with Runner's Plus to do this, but it most likely is no longer in effect. Jennifer will look into this.

- Jennifer wants to know how we handle publicity.
 - Peter says that this needs to be part of what the annual focus committee recommends and brings to the board to be voted upon.
- Purchasing Equipment with race profit (Jennifer).
 - Would like to purchase a Speaker PA for use at races. She brought the speaker with her to demonstrate. It can also play music, but we need to be careful with licensing issues.
 - Following the demonstration, Jennifer makes a motion for the board to buy the Speaker PA for \$250, along with its stand for \$40. Total cost = \$290. Danny seconds. Kevin questioned where it would be kept. To ensure the proper storage environment, Jennifer will be keeping it at her house, but will make it readily available to all race directors. Motion passes with Robert opposing and Jennifer abstaining.
- Trustee meeting food/snacks (Jennifer).
 - She would like to have the club pay for food at trustee board meetings. She had Lawrence bring food for this particular meeting.
 - There is a concern that if the club funds the food, then it could be viewed as unethical, where the trustees are spending money on themselves (enriching themselves).
 - However, since the meetings are open to the membership, it may be okay. If the club had more general members attending the meetings, it would make the decision easier.
 - Andrea stated that she believes there is a protocol for non-profits to do this. She will do some research and report back.
- Blue Line Media / Ads on Club Website (Peter).
 - Blue Line Media wants to put their logo on our website and they would give the club a donation in return. Allowing this would most likely have other organizations request to do the same.
 - Micah would like to have more information about Blue Line Media before we make any decisions.
- Executive Session (Peter).
 - At 8:00 PM, Peter motions that we go into executive session. Eddie seconds. Motion passes.
 - The board came out of executive session at 8:26 PM.
- Picnic RSVPs (Kevin).
 - Andrea worked with Kevin in creating a link for the website that would allow us to better determine what food everyone is bringing to the picnic.
 - Eddie says that for some reason Kathy does not currently have access to the website, so if it can be sent to him, he will take care of it in the interim. (while the technical bugs limiting Kathy's access are being resolved)

- Race Director Jackets (Peter – can wait until April).
- Membership counts (Peter)
 - These counts are down. We are not sure why?
 - 1,203 total members – 68 lifetime members = 1135 (-50)
 - 806 households - 43 lifetime households = 763 (-28)
- Around the Room: (items that require a discussion or vote should wait until next month's meeting, if possible)
 - Jennifer – Stated that Shannon is doing great with the PR.
 - Eddie – There are severe storms north of I-70 with tornadoes on the ground north of Greenville headed toward Troy. Anyone traveling home in that direction should be careful.
 - Jim –
 - Still need conflict of interest forms completed by 5 trustees. I have the forms, so they can be completed yet this evening.
 - Trustee attendance – Just a reminder that trustees can miss no more than 4 meetings in their term. After 3 misses, it is my duty as the secretary to send written warning to the trustee. If a 4th meeting is missed, the trustee is automatically no longer on the board.
 - Hoot – Wants to follow-up on the membership numbers.
 - Doug - He is more than happy to help race directors with awards. Just remember, if you need something, school is out May 23rd. If you need anything after that date, you are on your own during the summer break.
- Peter adjourned the board meeting at 8:24 PM.