

# ORRRC Trustee Meeting

May 16, 2024

Meeting Location: Indian Riffle Park – Shelter # 1



Attendees:

- Peter Qumsiyeh – President & RD
- Jennifer Summers – Vice President & RD
- Eddie Weaver – Treasurer, RD & Timing Team
- Jim Bulach – Secretary & RD
- Jen Yoak – Trustee, RD & Timing Lead
- David “Hoot” Gibson – Trustee, RD & Timing Team
- Robert Faux – Trustee & RD
- Kevin Johnston – Trustee & RD
- Karen Gildow – Trustee & RD
- Rebekah Taylor – Trustee & RD
- Micah Lipps – Trustee & RD
- Danny Sullivan – Trustee & RD
- Andi Van Sickle – Trustee & RD
- Kelsey Snively – Member & RD
- Ronda Bennet – Member & RD
- Cari Masek – Member & RD
- Alex Chappars – Member & RD
- Kayla Edwards – Member
- Melissa Brackman – Member

## Agenda / Meeting Minutes

- Meeting called to order by Peter at 7:00 PM.
- Approval of April’s Meeting Minutes. (Jim)
  - Jim stated that he received no requested changes or updates.
  - Eddie motions to approve the trustee meeting minutes; Robert seconds; Motion passes. (Jim abstained).
- Financials. (Eddie)
  - Accounts: Checking \$13,992.32; Ancillary \$508.06; Savings \$232,657.32. Total of all accounts: \$247,157.70.  
(*Est. Yearly ops costs: \$365,648*)

- Additional Financial Notes: None for this month.
    - Eddie emphasized that anyone should feel comfortable asking questions, especially since everything is done manually. If something looks strange, please ask to ensure everything is correct.
  - Karen motions to approve the financials; Micah seconds; Motion passes. (Eddie abstains)
- Funding Considerations
  - Hermes Kids Club (Melissa Brackman).
    - She is one of the coaches for the Tipp City Cross-Country Team.
    - For the past 11 years, she has been doing the Hermes Kids' Running Club for young kids. They meet every Tuesday in June.
    - It's free and open to the public, even kids outside of the Tipp City area.
    - She has high school kids from the cross-country team help and assist with the kids in the program.
    - As part of the training, they get the kids on the track and run races when the weather is favorable. They do a 1-mile, 100 meter, and try to do relays periodically.
    - On the last week of the program, they meet at Kyle Park and give the kids a real-race experience, where the kids get running bibs and timing chips. The youngest kids run a 400 meter race, while the older kids run a 1-mile race.
    - Parents come out and cheer.
    - Every kid gets a T-shirt, which has the sponsors on the back and the ORRRC logo.
    - There are lots of good testimonials on the effectiveness of the program.
    - The age range of the kids is from as young as 3 to 11. Once the kids hit junior high, they typically join the cross country team.
    - Last year, she averaged about 100 kids every week.
    - Her cross-country kids volunteer at our Tadmor Race to help the ORRRC.
    - She is asking for \$1,200 to help cover expenses, mostly the T-shirt the kids get for being in the program. Her requested amount is in-line with what she has asked and been given by the ORRRC in the past.
    - Jim motions that we donate \$1,200 to the Hermes Kids' Running Club. Robert seconds. Motion passes. (Andrea abstains)

- Pre-Race Reports (Jennifer):
  - **Reported at the April Meeting** - Tie Dye 50K (Al Eder and Ashley Hartoin)
    - We are comfortable with things at this point.
    - We should have our permit from ODNR in the next few weeks.
    - We have selected our pottery finishing awards and the tech race shirt.
    - Runners have until April 20th to register for a guarantee of a shirt.
    - We have gone cup-less this year.
    - We currently have 75 registered runners, which is well over last year's pace--we expect we will approach 100 runners.
    - We have commitments from many of our previous volunteers and expect to finalize assignments soon.
  - 3<sup>rd</sup> Annual Challenging Perceptions Adaptive Trail Race (Josh Welhener)
    - Everything is going great. I am in the midst of nailing down the final course options and will communicate everything to the timing team.
    - I need additional volunteers.
    - So far, I have 27 early registrations and will keep pushing for more.
    - Greene County Parks and Trails is fully on board, and everything is set. They are even going to have some volunteers the day of the event.
  - Summer Solstice Trail Half (Kristy Tocknell and Kayla Edwards)
    - My only concern is that I'm waiting for race permit approval.
    - I was told at the Summer Solstice last year the park wanted us to have law enforcement/rangers on site to help with parking. I have not been told that yet, but I'm awaiting final approval.
    - I don't know the cost to have rangers. They don't require it for the winter solstice because park traffic is so low, but I am concerned about the cost if they require it, since this is a membership free event with a small budget.
    - I will reach out for direction if it is required, whether the club feels comfortable supporting the additional cost or not.
    - I need additional volunteers.
    - Otherwise, all is on track and going well.
  - 1-Mile Dash for Cash (Brett McNinch)
    - I need additional volunteers.
  - Dawg Gone Long Run 50K and 50 Miler (Marilouise Beeman, Karen Dassinger, Sharon Rahe)
    - I need additional volunteers.
    - As for medical services, typically we have one or two volunteers that are medical professionals on site.

- I also contacted the local fire department ahead of time to let them know that the event will be taking place.
- Post-Race Reports (Jennifer)
  - Xenia Marathon/Half/10K (Kelsey Snively and Rebekah Taylor)
    - We had just under 800 sign-ups between the full, half, & 10K, with right around 660 finishing on race day.
    - Our numbers were nearly identical to last year which is a good sign.
    - Our income was much higher this year even with similar numbers as we budgeted a little better than in the past.
    - We plan on returning as race directors, but would like to move the race to Sunday April 6, 2025.
      - 57th running of marathon (35th Half & 2nd 10k)
    - Course info:
      - Full unchanged, Half & 10K finished modified for distance correction
      - Half ~.05miles short, needs measured (previously .1mi long)
      - 10K distance now spot on (previously short)
    - Race Facebook Page – Up to 487 Followers (from 348)
    - Food Statistics:
      - 141 survey responses – very positive – people enjoyed breakfast menu vs soups.
      - Event shirts for the kitchen staff would be nice – consider for next year.
      - Need likely 3x as much food for finish line, was done via donations this year.
      - Will use more of budget next year to supply this.
    - Volunteers:
      - Clare Patrick does an incredible job getting volunteers.
      - Gift cards for course marshals worked well to help fill spots (\$10 amazon or similar)
      - Improved position descriptions (specific time windows for course position) on sign up page might make it easier to get course marshals (currently says 7:30-2)
      - Volunteer parking passes was a great idea – do again.
    - Sponsorship: Premier Health, Renewal by Anderson, Stance, RunRev, State Farm
      - We should follow up with these folks and gauge experience, figure out if they can return for next year. We can do more for them publicity-wise the earlier they commit
    - Race weekend suggestions:

- Race Logistics:
  - More water at last aid station (all 3 events)
  - We ran out this year – I think it was due to having some water jugs that leaked and were empty by race time
  - Awards table with finish line food would increase visibility (weather permitting)
  - Xenia PD assistance for traffic control at finish (Progress Dr)
  - Possible donation to city for crossing road signage
  - Lot full signs for YMCA would be a good idea
- Need aid station supply list
  - # of water jugs, Gatorade mixes, energy gels, tables for each station
  - Hand sanitizer, gloves, XXL trash bags
- Per Xenia PD - possible to loosen pace requirement for 10K walkers next year
- Shirt handout volunteers need to be aware of shirt cutoff date
- WYSO alternatives for advertising:
  - WHIO
  - Shannon's contacts
  - USPS Mailers (no glossy postcards – ask Amber and Margaret)
- Alternative ways to use \$1500 from WYSO advertising:
  - Donation to marching band or other group for course entertainment
  - Additional DJ at some point on course

### **2025 Event**

Sunday, April 6th, 2025

Same pricing as this year

### **2025 Committee:**

**RD's:** Rebekah & Kelsey

**Course Manager & Permits Lead:** Kelsey & David Gibson (permits)

**Volunteer Coordinator:** Claire Patrick

**Sponsorship Coordinator:** **Needed (Rebekah backup)**

**Shirts, Medals, & Awards Lead:** **Needed (Kelsey backup)**

**Food Leads:** Kim & Kevin

**Packet Pickup Lead:** Karen

**Community Outreach & Marketing Lead:** **Needed**

**Website Lead:** Eddie / Kelsey

- Peter encouraged everyone on the board of trustees to be involved on at least one large race committee.
- Kayla stated that she is more than happy to help any RD's with graphics.
- **NOTE: Additional Marathon Information and Statistics can be found in the Appendix at the end of these minutes.**
  
- Camp Hook 4-Hour Trail Relay Race (Micah Lipps)
  - Race Participation: 37 Teams / 97 Runners
  - All registered teams showed up on race day, two teams did drop to a 2-Person. 2 Runners were DNS.
  - Heavy rains prior to race day did provide mud; re-routed the relay loop to help preserve a section of trails.
  - Parking worked out very well this year with the help of a couple volunteers ensuring that everyone parked in an orderly tight pattern.
  - Race day was beautiful and it appears all teams genuinely enjoyed the event.
  - Tracking loops can be a daunting task for volunteers and requires a tremendous amount of data entry before posting results. Will converse with Eddie and Jen (timing team) about other options.
  - Camping and poker run was a great time!
  - Placing medals, finisher medals, and door prizes were well received. \$20 per participant is a bargain for the race format. Club may consider increasing to \$25 or \$30 per runner. Would still be a very affordable race.
  - May consider a lottery for RunSignUp due to demand. Will re-search that option and functions within RunSignUp.
  - I plan on returning as race director with next year's preferred race date being 4/12/25.
  
- Sugar Maple Festival 5K Run/Walk (David "Hoot" Gibson)
  - We had a great turnout this year with **332 runners and walkers** crossing the finish line.
  - About 20 of Ms. Bobick's 5th Grade Girls Run/Walk Club members participated with the race serving as the culminating event of the club's season.

- Jen stated that the way this was handled from the timing team perspective worked very well. She encourages other RD's in a similar situation to do the same.
  - Roughly one third of the participants (107/332) were non-member adults who paid the \$10 race fee.
  - Overall, the race went very well.
  - It was cool, but good running weather.
  - We had excellent facilities and support from the Bellbrook-Sugarcreek schools.
  - We needed more than 60 cups at the water station and more than one case of bananas.
  - Water and Gatorade in coolers instead of bottles and cans seemed to work fine.
  - The volunteers were fabulous!
- George Rogers Clark Park 10K (Larry Berna and Tim Snyder)
  - Not submitted yet.
- Vandalia 5K (Ronda Bennet)
  - Ronda had to color the awards to make them look good. Because they required extra work, Doug did not charge for them.
  - Volunteers were amazing.
  - Rec Center was amazing. They let her have items, such as tables, that she had forgotten to get from the shed.
  - Jen and Hoot reported that there were timing issues with the mats that caused 38 of the runners with missed finish readings. Everything was tested and worked great before the start. Suspect something in the area interfered with the equipment. The location is very close to the airport, which may have something going on.
    - Trying to figure out how best to handle this. Will most likely post the unofficial results and ask those to submit their time, if it was not captured by the timing team.
    - Jen would like to drop this race from the team series, due to the timing issues.
  - Jen stated that she had one complaint from a slower runner, who was still on the course and had to avoid / stop running due to elite / faster runners doing a cool down running the course backwards.
  - There were also issues with participants having dogs on the course. Our insurance does not allow this, which jeopardizes retention of club insurance.
    - Jen will draft something that can go in the newsletter and be published in other areas to make our club members more aware.

- Board Discussions / Votes:
  - Shed Access (Hoot).
    - The large race shed has items that smaller RD's may want to have access to.
    - The code on the large race shed has not been changed in many years. How many people have access to the code? Is this a concern?
    - Hoot would like to have an official policy for managing the large shed and its use/access, since there is none.
      - Peter asked Hoot to put together a policy, which he has agreed to do.
  - Scholarships Update (Eddie).
    - Voting is currently happening now.
    - High quality candidates.
    - Will issue check based upon voting results.
  - RRCA Presentation – Part 1 (Andi / Jennifer)
    - Jennifer has a lot to share but needs more time to put things together for board presentation.
    - Andi provided information on the following topics from the sessions that she attended:
      - RRCA Risk Management and Insurance Program.
      - Assessing your club's purpose, a workshop with Jeff Tan.
      - RunSignUp Workshop.
      - Managing volunteers.
      - Rebranding the club
        - Main takeaway: Having trustees and RD's know more about the club before they start their terms and roles. It will ensure more passion and engagement that are in line with the club's goals.
        - RD training should be mandatory.
          - The training should provide more passion and excitement for the club.
        - Board training and expectations.
        - Ways organizations have rebranded.
        - By-laws and policy ideas.
      - She would like to know which of these ideas the board would like to learn more about:
        - After a brief discussion among board members, branding is one area of definite interest.



- Community Outreach
  - REI Grand Opening Recap (Peter).
    - Very appreciative of everyone that helped and participated.
    - It was a very good experience and we seemed to connect well with an excellent target audience.
  - Reynolds Health Fair – Wed July 10<sup>th</sup> from 11am-1:30pm (Peter).
    - Wants to know who may be interested in helping with this.
  - Germanfest Picnic – August 9<sup>th</sup> through 11th (Peter)
    - Doesn't know much about this, but will get more information if anyone has an interest in doing it.
- Club bylaw changes update (Andi / Doug).
  - Currently going through a variety of possibilities and methods to pull this all together.
- Blue Line Media / Ads on Club Website (Peter).
  - Willing to donate \$250 to the club if they can have their logo on our website. Is this something that we want to do?
  - This could open the flood gates for other organizations requesting to do this.
  - Should they be inline with our mission and what we do? Shouldn't they be sponsoring our large races?
  - Hoot stated that we do not need \$250, so this is not worth it. We will route this type of request to the large race directors.
- Race Director Jackets (Peter).
  - Should we change the policy for how these jackets are awarded?
  - Should we get a different type of jacket?
  - People who have been race directing for many years, should they get other jackets after X-number of years? Or different types of jackets in a tier-type program?
  - Ronda stated that when she got her jacket, she was so excited that she is motivated to continue to race direct.
  - Peter would like to get more feedback from board members on this subject, so please let him know.
- Membership Card Printer (June)
- Membership Counts (Peter)
  - 1255 total members – 68 lifetime members = 1187 (+32)
  - 822 households - 43 lifetime households = 779 (+13)

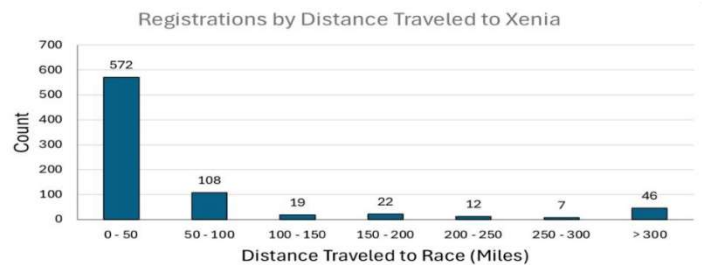
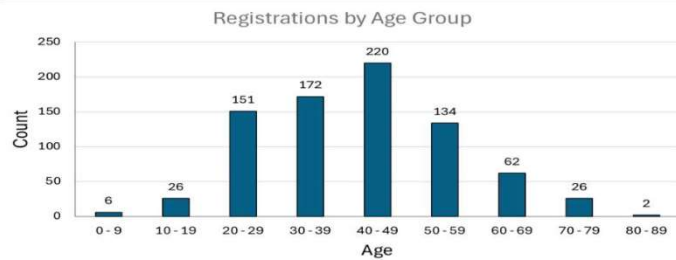
- Around the Room: (items that require a discussion or vote should wait until next month's meeting, if possible)
  - Jennifer – Exploring the proposal for moving the meeting to an indoor location. It would be at the Dayton Foundation near UD. Peter will add this to the agenda for next month.
  - Jim – Attendance for tonight's meeting will not count toward absenteeism, since the meeting was pushed out a week from the originally scheduled date.
  - Kevin – Is there a newsletter for May or June? If so, he hasn't seen it. Eddie stated that for some reason, lifetime members do not get it. It most likely has to do with the database in RunSignUp. Peter will have this investigated.
  - Hoot – Door at shed issue. He will be reaching back out to Dots to get this resolved.
  - Robert – (1) With the meetings being outside and lots of external noise, he is having a hard time hearing, so he would like for everyone to speak up to be heard. (2) He has a new vehicle that can tow trailers. If race directors need a trailer to be towed, he is willing to do this for them.
  - Andi – Thanked everyone in the club for sending her to the RRCA Convention.
  - Rebekah – Not going to pursue the Germantown Gem. Both her and Clare have a lot of things going on right now, including the marathon.
  - Alex – His races are on track, Englewood and Possum Creek. However, he needs volunteers. Micah stated that he could probably help with Possum Creek.
  
- Peter adjourned the board meeting at 8:52 PM.

## Appendix: Additional Xenia Marathon Post-Race Information and Statistics

- 799 registrations (661 finishers → ~17% race day attrition)
  - 2023 numbers in ( ) in table below - 667 finishers in 2023

Race	Sign-ups	Finishers	Avg. Registration
Marathon	176 (151)	143 (126)	~\$65 (\$65)
Half-Marathon	415 (467)	348 (384)	~\$56 (\$58)
10K	208 (201)	170 (157)	~\$49.50 (\$48)

- Registration Statistics: 345 Female (43%) vs. 454 Male (57%)
  - ~72% within 50mi of Xenia, 46 local to Xenia, 13% out of state



- Financials – *Unofficial numbers (should be finalized by end of May)*

Expense Type	Subcategory	Subtotal	% of Total
Expense	Advertising	\$ (3,260.58)	8%
	Awards	\$ (2,695.18)	7%
	Committee Meals	\$ (153.98)	0.4%
	Entertainment (DJ)	\$ (650.00)	2%
	Facilities	\$ (4,750.00)	12%
	Food	\$ (5,199.01)	13%
	Law Enforcement	\$ (2,146.75)	6%
	Medals	\$ (2,652.95)	7%
	Permits	\$ (90.00)	0.2%
	Rental Truck	\$ (314.86)	0.8%
	RunSignUp Fees	\$ (3,932.65)	10%
	Shirts	\$ (7,770.00)	20%
	Supplies	\$ (1,974.13)	5%
	Timing Services	\$ (3,212.50)	8%
<b>Expense Total:</b>		\$ (38,802.59)	
Income	Donations	\$ 760.00	2%
	Merch & Food Sales	\$ 122.23	0.3%
	Registrations	\$ 43,700.00	95%
	Sponsorship	\$ 1,483.20	3%
<b>Income Total:</b>		\$ 46,065.43	
<b>Race Net:</b>		\$ 7,262.84	

- How did people hear about the race?
  - o I've run this race before: 33%
  - o From the ORRRC: 20%
  - o Facebook: 8%
  - o A race listing website: 15%
  - o No response: remainder

- Participant Feedback**

- Reviews collected via RaceCheck.com – up to 91 reviews total - 31 for 2024 so far with average score of 4.6 stars (out of 5)
- Can be read at <https://racecheck.com/races/orrrc-xenia-marathon-half-10k/>

<ul style="list-style-type: none"> <li>• <b>Top Praises</b></li> <li>• Awesome course marshals &amp; volunteers</li> <li>• Liked that shirt was optional</li> <li>• Post-race meal so much better than last year</li> <li>• Well marked course, enjoyed flatness</li> <li>• T-shirt much nicer quality and fit</li> <li>• Enjoy use of YMCA as race HQ</li> <li>• Affordability</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Top Critiques</b></li> <li>• Need better aid stations</li> <li>• Boring course – music at spots would be nice</li> <li>• More food at the finish line!</li> <li>• Road crossing at finish is safety issue</li> <li>• Concerns about running on non-closed roads</li> <li>• Bathroom congestion, portalet spacing on course</li> <li>•</li> </ul>
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