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# UTICA ROADRUNNERS BUSINESS MEETING

Monday, December 13th, 6pm, Boilermaker Offices

Board Attendance: Melissa Barlett, Jen Bachelder, Jim Mott, Andrew Rubino, Sharon Scala, Alex Gonzalez, Julie Buehner, Jenn Stefka

Online: Rick Gloo, Phil Trzcinski, Dani Bliss, Jeanine Macera

Travis Belanger, Ashley Mancini

Meeting called to order at: 6:06

Motion to accept minutes of last meeting: Sharon, Andrew 2nd, passed

Initial Business:

* Examine and reconsider our voting processes for future elections
  + Looking to update the bylaw language around this to make it more specific
  + Also, need to better communicate to the membership what the requirements are ahead of time
  + Board needs to start thinking about this in July
    - With a plan to put out the call for Board members in both August and September Splittimes
    - Then have a solid ballot by October 1st for Splittimes and no changes can be made after that
* Vote for Officers for 2022 taken
* Officers will be:
  + President: Jim Mott
  + VP Activities and Events: Andrew Rubino
  + VP Administration and Finance: Sharon Scala
  + Secretary: Melissa Barlett
  + Treasurer: Jen Bachelder,

## COMMITTEE REPORTS

### Activities & Events –Andrew Rubino

* + Races - Upcoming 2022
    - **NEW YEAR'S RUN**-Jen Bachelder and Jeannine Macera
      * Start at Accelerate at 10am
      * Jeanine has worked with Whitestown PD to make sure we are clear
        + Needs a number of registrants to give people
      * Course is figured out
      * We intend to set up the clock even though we are not tracking or timing
        + Jen will need to get that from Phil
        + Alex will help and check on the battery ahead of time
        + We also now have 100 feet of extension cord
      * SPI will have some demos of their compression boots and maybe other stuff
      * Free to members who have renewed by 6pm on Dec. 31st
      * Coffee and shake bar will be open
      * We should share the link and get more folks to sign up
        + <https://runsignup.com/Race/NY/Whitesboro/NewYearsDay5KKidsRun>
      * Sneaker Store may help us to promote it (Sharon will check)
      * Volunteers
        + Need about 2-4 for the run
    - **THE UR SIX PACK -** Jim Mott
      * A new bundle in the spirit of the Four Race Challenge.
        + A four, five or six pack that will include our core four races and our two virtual events we have created and maintained being the Scavenger Hunt and FIVE after FIVE.
        + We are hoping to open the bundle on January 15, 2022.
        + All race directors are working on their separate swag and pricing.
        + The bundle will be open through April 15th.
        + Jim showed us some draft artwork, we generally like it
        + This bundle would only come with a shirt

6 pack - long sleeve hoodie

5 pack - long sleeve performance

4 pack - short sleeve shirt

* + - * + Pricing

6 pack for $140

5 pack for $125

4 pack for $100

* + - * + We will mostly give people a code to sign up for each of the regular races for free, and all should be open right around Jan 15th for most races

Except Falling Leaves will not open until after the Boilermaker

Codes should be unique to runners, maybe only able to be used once per race

Jim will be talking to people about how they already do this so we can get it right

* + - **Save Our Switchbacks** - Sharon Scala
      * Saturday, April 16th.
      * Sharon will keep the current logo, maybe in a different color
      * Looking to maybe do plants as a giveaway, or something small plantwise for everyone, and maybe nice plants for winners
        + Seed packets for participants?
      * Will have a sale for January 1st
        + Will need to figure out how to sort this with the 6-pack
        + Perhaps a code to get money off the 6 pack?
      * TNT timing secured
    - **EB 5k Run** - Rebecca Aceto
      * April 30th
      * Artwork for shirts is coming
        + Will be working with the right folks for pricing
      * Alex is helping with permits needed
      * On the 840 trail
      * Phil is figuring out awards and signage for the course including ED facts
        + Waiting for Amanda to work with Phil
        + Costs of about $13/sign
    - **Summer Sizzle** - Jim Mott
      * Proctor Park-Sunday, June 19, 2022
      * The Sizzle falls on Juneteenth.
        + We will be working with the DEI Committee on creating potentially a nice weekend as they are hoping to hold a 5k around the same time.
      * Not planning on making it USATF this year, not worth the costs and effort
      * TNT timing secured
    - **Tunnel to Towers Utica 5k** - Phil Trzcinski/Alex Gonzalez
      * August 21, 2022
      * Money from last year and upcoming goes to new programs to put an end to Veteran homelessness with tiny houses and also a housing area in Florida for family members of fallen first responders and injured vets
    - **Falling Leaves -** Mike Brych
      * Sunday, September 25th
      * RRCA is offering a race challenge across NY and would be interested in bringing in Falling Leaves, Andrew is working on this with Mike
    - **Skeleton Run -** Rick Gloo
      * Date is likely to be Oct 16th (permit not approved yet)
      * Last year’s race still has timing invoice outstanding, which may be coming in the mail, but Rick will work on making sure we get that
        + Should be close to $500
    - **Run 2 End World Hunger -** Rocco Fernalld
      * The 2021 event was a HUGE success!
      * Looking to do a check presentation
      * Phil is working on getting a big check made that will have a dry erase surface so we can reuse
        + $100 for the first check
        + Maybe we look into more?
      * Rocco will continue to direct this next year
  + Virtual Events
    - **Scavenger Hunt-**Rebecca Aceto
      * Alex and Rebecca are working on ideas for raising money and designs
      * Melissa is still willing to do the tech side of the Scavenger Hunt, including a self-reporting mechanism through GoogleForms
    - **FIVE after FIVE**-Jen Bachelder
      * Ideas for logo and related ideas are being worked on
      * Jen will work on finding others to join her planning group
      * May 6-20th
  + Activities - Limited
    - Blood Drive
      * Our next one will be February 25th at Accelerate
    - Safety Run - Sharon Scala
      * Event was a great success.
      * MCC folks would love to work with us and keep it going
      * Maybe update it to a 5K
      * Ashley knows the campus fairly well and can help with a future route
      * Cost was only $300, but if we could get even less it would be better since this event typically has no income
    - Scholarships - Andrew Rubino
      * Andrew will be getting started
    - Boilermaker Training Program - Tim and Joan Kane
      * Tim still wants to be involved in the coaching, but does not want to have to be present on a weekly basis
      * Would be good to start again in Feb at Accelerate and make sure we get on the Boilermaker course a bit earlier
      * We need more folks to be involved in the Saturday runs
      * If someone (maybe Tim?) could coordinate a schedule of volunteers and make sure that someone is technically in charge each week, we could have a rotating group of people who can take charge each week
        + Saturdays are tough for any one person manage all/most of the time
    - Youth XC Training Program - Nate Getman
      * Nate has plans on bringing this back for 2022
    - Grand Prix - Gary LaShure
      * Grand Prix events and calendar
      * Will probably be pretty similar to this past year
      * As we figure out what will be on this list, we will try to get that info out to people
    - CNY Running Club Cup - Tim Kane
      * Tim will still coordinate this!
    - Development Runs - Ashley Mancini
      * May 11th is the tentative start date
        + Will end the Wed before Falling Leaves, May 21st
      * Timing
        + Requires a good core group of people

Jenna is likely to consider keeping up with this

* + - * + Tear-down needs more volunteers on a regular basis
      * Tags/Bibs/etc
        + Phil is looking into shoe things that people would have to bring every week to get timed
      * New numbers worked really well for Rebecca, and she will keep doing registration with the new system
      * Communication needs to all go through Ashley directly, or Jim Mott if you can’t reach Ashley
        + She’s great with vendors, so long as she knows ahead of time
      * Registration at 5:30, runs officially start at 6:30
        + Should people get credit if they start the run early?

Conversation can be had at some future meetings

* + Activities - Ongoing
    - Volunteers- Travis Belanger
      * Will continue into 2022!
      * Will have help from Jenna in 2022
      * Will connect with race directors and keep Andrew in the loop to make sure that all needs will be met
        + Would be best to have a good system for communication between race directors and Travis so that both know what’s happening
        + Can help to have volunteers for events then be directly connected through RunSignUp or just with the race director for instructions for each particular event
      * Travis is putting together a better, more standardized system for keeping track of volunteers next year and will try to communicate mainly by email
      * Travis will send to Jen/Andrew the current folks who should have enough points for red jackets from 2021
      * For 2022, make sure that people are keeping up with their 5 volunteer points each year to get a mileage Chevron
        + Create an email list for this and send reminders
      * Website needs a “Red Jacket and Chevron” page to clarify all the details
      * Alex suggested making a Facebook group of folks who generally are willing to volunteer for things even beyond the needed numbers for jackets etc.
      * Are we still going to provide volunteer shirts for volunteers, because we are running out
        + Yes, and we will need more in various sizes
    - Social - Danielle Bliss and Sharon Scala
      * The lights run in Rome went really well and had a good turnout
      * Jan 29th snowshoeing event
        + Probably 10am-ish
        + We can spend from our budget for some snacks to provide for this event
      * Happy Hour currently on hold in Jan due to COVID restrictions
    - Thursday Night Run at Accelerate - Wendy Bowers
      * Sounds like these are going fine for now.
  + Committees
    - Diversity Committee - Alex Gonzalez/Melissa Barlett
      * Committee met last week to discuss Run Against Racism ideas.
        + May include an actual 5K run in June
      * MVCC Run Against Racism lecture event, February 7th, 4:30-6pm
        + Will be part of the MVCC Cultural Events brochure and calendar
    - Virtual Speaker Series/Nutrition and Wellness - Rick Gloo
      * Rick is working on someone for January and continuing to work on the future
      * Will aim to sort this out in time for the Jan Splitimes
      * Jim is working on Jeff Galloway

### Administration & Finance – Sharon Scala

* + Financial - Jen Bachelder
    - Through November 2021
      * November loss is about $2300
    - We’ve done more investing that profiting this past year
    - Skeleton should come out in the black
    - Budget meeting will be in February
      * Aiming for February 12th, 6pm
      * Aiming to be at Babe’s, but could also be virtual weather/COVID depending
  + Merchandise - Sharon Scala
    - Sharon will be working with Ben and looking for a new printer for shirts in the future
  + Equipment and Rental - Phil Trzcinski
    - 2x4 dry erase check will be in this month for $100
    - Can order a second one for times when we need more than one, like scholarships
    - Melissa move, Andrew seconds, we pass to order a second check
    - Trailer is still stuck on the assembly line
      * Supply chain is still pretty nuts
      * Timing is completely uncertain
      * So far, we are not being told that there is a price increase, but there is still a chance that there will be an increase, but we aren’t expecting much if so
    - White trailer is completely sold and gone, $500
    - Black trailer will be traded for $1500
      * Remains ours until our new one comes in
      * Is currently parked at Northland motors so it won’t get plowed in at the Parkway and it will be in a good place to move our items when the new one comes in
      * Phil can grab equipment from the black trailer as needed while it is parked
    - We may need transfer of ownership for the Black Trailer and an update of registration for 2022
      * Phil is working out the precision details of what we will need in terms of paperwork and will turn in the amount for reimbursement as needed
    - Timing research for D runs and other smaller runs
      * Do this in ways that involved less people and not an entire company
      * There are some places creating tech with various types of transponders that require less people
        + Webscorer - $250/year, and uses an NFC chip and has an app on a variety of devices
        + Need to tap the device (often a silicone band) on the phone, have a person on each side picking them up
        + People could buy their bands, but perhaps we could have some on hand for those who don’t have theirs or are only one-off runners
        + We can continue to think about the future of how this might work
  + Membership - Rebecca Aceto
    - Current membership numbers are 338 (compared to 337 from last year). 512 current members compared to 532 from last year.
    - Working with Jen to work on reminders and social media, and this will probably include new member features
  + Webpage/Race Calendar - Melissa Barlett/Andrew Rubino
    - We have been updating as we get information
    - Keep sending it!
  + Facebook & PR - Jen Bachelder/Andrew Rubino
    - Everything is awesome, nothing new
  + Clubs & Organizations Liaisons - Rick Gloo, Tim Kane (USATF and RRCA)
    - RRCA - Rick is finally figuring out the website and information and making sure we get renewed in time for the New Year’s run
      * Rick will likely need the debit card soon to finish this process ($3000-4000)
      * Jim will get the insurance info to Accelerate ASAP once this gets done
  + Sponsorship - Rocco Fernalld
    - Rocco will continue with Utica First, but we might need someone to take over as sponsorship coordinator for the ongoing future
      * Someone to communicate with local businesses and get them interested in sponsoring and securing sponsorships for the future
      * Julie will look into helping out with this
    - Utica First will continue their $5,000 level in 2022.
    - We have in-kind sponsorship deals currently with The Fitness Mill, Accelerate Sports and we are currently working on a partnership with SPI and Erik Weinberg.

## OLD BUSINESS

* Walking Chevron
  + Dan Stedman is still working on the language
  + We will be announcing this in the January SpliTimes and also through social media.
  + Will be mainly for chevrons and will continue to include a volunteer point requirement
* 2022 Banquet Planning
  + Still thinking about possible future ideas, and COVID is making things complicated
  + At this point, we are probably looking at something in March at the earliest to give us time to plan
    - Not sure with mask mandates etc. who will be booking for March
  + As a backup, we can still have an outdoor event in May if needed
  + We will table this until January, but it will be a priority item in January

## NEW BUSINESS

* Race Directors’ Meeting-Saranac Brewery-Sybil Johnson
  + Feb 2nd
  + Sybil is planning this with race directors Syracuse to Albany
* Code of Conduct is signed by all present board members for 2022
* Jim is working on a Marathon with Matt Moore between Utica and Rome
* Melissa and Jim will be looking at the by-laws and other club language to make updates and make things more consistent.

### Next Meeting

* Monday, Monday, January 10th, 2022- Boilermaker Offices, 6pm.

Ended at 8:05pm