



2023

# Information Handbook

[www.uticaroadrunners.org](http://www.uticaroadrunners.org)



Utica Roadrunners  
PO Box 4141  
Utica, NY 13504  
[www.uticaroadrunners.org](http://www.uticaroadrunners.org)

## President's Letter

Welcome!

As President of the Utica Roadrunners and on behalf of the over 500 club members, I am happy to welcome you as one of the newest members of the Utica Roadrunners and the Road Runners Club of America. The Utica Roadrunners not only run together but also volunteer together. We are a highly-motivated group, both in running and community activities. We are very proud of our record of promoting health, personal fitness and athletic achievement through running.

We have a diverse membership, which includes the ultramarathoner to the non-competitive recreational runner. We have some walkers, too. We are husbands, wives, children, teachers, doctors, secretaries, and retired persons – and much more. You will find that from the very fast to the not so fast, from the very young to the not so young – “There’s a place for every pace” in the Utica Roadrunners.

You will have the opportunity to craft your membership into the level you wish. Some of us join several times per week to run and volunteer. Other club members may only join in weekly or monthly and that’s ok too. We have several activities that carry us through the year. These include working on our Boilermaker Training Program and our continuing trail renovation project in the South Woods portion of the Utica Park system. We help other community events such as the Boilermaker Road Race and Tunnel to Towers. We also have our own races and we help other groups with their races.

Again, welcome to the Utica Roadrunners. Look for more on our website at [www.uticaroadrunners.org](http://www.uticaroadrunners.org), including our member forum and comprehensive Race Calendar. Business meetings are held on the second Monday of the month at the Utica Boilermaker Office. Feel free to e-mail me at [arubino13@gmail.com](mailto:arubino13@gmail.com) if you have any questions.

Sincerely yours,  
Andrew Rubino  
Club President

<b>President’s Letter</b>	<b>2</b>
<b>Governance and Organization</b>	<b>4</b>
BOARD OF DIRECTORS	4
CLUB OFFICERS	4
MEETINGS	4
RECORDS	5
CONTACTS	5
<b>Regular Club Events</b>	<b>7</b>
GRAND PRIX	7
CNY RUNNING CLUBS CUP	7
CLUB RUNS	8
SOCIAL GATHERINGS	8
<b>Communication</b>	<b>8</b>
NEWSLETTER	8
<b>Member Information and Benefits</b>	<b>9</b>
DUES	9
CLUB CLOTHING	9
RED JACKET AWARDS	9
VOLUNTEER POINTS	10
ANNUAL AWARDS BANQUET	11
Volunteer Service Awards	11
Running Merit Awards	12
Award Eligibility	13
CLUB DISCOUNTS/BENEFITS	13
<b>National Affiliations</b>	<b>13</b>
USATF	14
RRCA	14
<b>Other Questions/Concerns</b>	<b>14</b>

## Governance and Organization

### BOARD OF DIRECTORS

A board of 12 directors who are elected for a two-year staggered term with six members elected each year governs the club. Final approval of the selected candidates is by a general election called by the board and held at a general membership meeting.

Board members currently serving during 2023 are listed below with the date of their term expiration:

Sara Harrison	12/23	Rebecca LaPorte	12/24
Matthew Krush	12/23	Mason Hedeem	12/24
Phil Trzcinski	12/23	Erik Winberg	12/24
Open	12/23	Melissa Barlett	12/24
Open	12/23	Travis Olivera	12/24
Open	12/23	Andrew Rubino	12/24

### CLUB OFFICERS

Five officers are elected annually for a one-year term by the incumbent board of directors following the general election. Officers for 2023 are:

<b>President</b>	Andrew Rubino
<b>Vice-President for Activities &amp; Events</b>	Rebecca LaPorte
<b>Vice-President for Administration &amp; Finance</b>	Melissa Barlett
<b>Secretary</b>	Matthew Krush
<b>Treasurer</b>	Travis Olivera

### MEETINGS

Business meetings are held on the second Monday of the month at the Boilermaker Race office on Court Street in Utica or at a place TBA by the president. If you plan to attend, email Andrew Rubino at [arubino13@gmail.com](mailto:arubino13@gmail.com). Check the calendar on the website to make sure in case of a date changes. All members are invited to attend. All officers and board members are expected to attend all business meetings.

## RECORDS

Club business activities, by-laws, policy, and other governance documents	Melissa Barlett	<a href="mailto:docbarlett@gmail.com">docbarlett@gmail.com</a>
Membership Records	Rebecca LaPorte	<a href="mailto:xcrunnerrkll@gmail.com">xcrunnerrkll@gmail.com</a>
Race and Yearly Mileage Records	Melissa Barlett	<a href="mailto:docbarlett@gmail.com">docbarlett@gmail.com</a>
Email and address changes	Rebecca LaPorte	<a href="mailto:xcrunnerrkll@gmail.com">xcrunnerrkll@gmail.com</a>
Financials and Payments	Travis Olivera	<a href="mailto:travis.l.olivera@gmail.com">travis.l.olivera@gmail.com</a>

## CONTACTS

There are several permanent committees, each headed by a chairperson or director. The officers and committee chairpersons are responsible for the day-by-day management of the club business and report to the Board of Directors at the monthly business meetings. Committee chairpersons may, or may not be Board members, and are appointed by the Board for a one-year term.

Club Details and Committees		
Newsletter	Michelle Truett	<a href="mailto:michelle@484design.com">michelle@484design.com</a>
Webpage	Melissa Barlett Rocco Fernald	<a href="mailto:docbarlett@gmail.com">docbarlett@gmail.com</a> <a href="mailto:rocco.fernald@quadsimia.com">rocco.fernald@quadsimia.com</a>
Race Calendar	Melissa Barlett Andrew Rubino	<a href="mailto:docbarlett@gmail.com">docbarlett@gmail.com</a> <a href="mailto:arubino13@gmail.com">arubino13@gmail.com</a>
Social Coordinator	Sharon Scala	<a href="mailto:scala.sharon@gmail.com">scala.sharon@gmail.com</a>
Facebook, Media Releases, and PR	Jennifer Bachelder	<a href="mailto:jmbachelder@gmail.com">jmbachelder@gmail.com</a>
Merchandise	Sharon Scala Josh Belisle	<a href="mailto:scala.sharon@gmail.com">scala.sharon@gmail.com</a> <a href="mailto:josh@the-sneaker-store.com">josh@the-sneaker-store.com</a>

Equipment Rental	Phil Trzcinski	<a href="mailto:resqmedic219@roadrunner.com">resqmedic219@roadrunner.com</a>
Volunteers	Rebecca LaPorte	<a href="#">Contact form on Website</a> <a href="mailto:xcrunnerrkl@gmail.com">xcrunnerrkl@gmail.com</a>
Awards	Melissa Barlett	<a href="mailto:docbarlett@gmail.com">docbarlett@gmail.com</a>
Scholarships	Andrew Rubino	<a href="mailto:arubino13@gmail.com">arubino13@gmail.com</a>
SOS Project	David Jones	<a href="mailto:davidjones0422@gmail.com">davidjones0422@gmail.com</a>
USATF and RRCA Liaison	Melissa Barlett Erik Winberg	<a href="mailto:docbarlett@gmail.com">docbarlett@gmail.com</a> <a href="mailto:erik@spiutica.com">erik@spiutica.com</a>
Diversity, Equity, and Inclusion Committee	Michelle Truett	<a href="mailto:michelle@484design.com">michelle@484design.com</a>
Runs, Races, and Training Programs		
Save Our Switchbacks	Melissa Barlett	<a href="mailto:docbarlett@gmail.com">docbarlett@gmail.com</a>
Safety Run	Sharon Scala	<a href="mailto:scala.sharon@gmail.com">scala.sharon@gmail.com</a>
Summer Sizzle	Jim Mott	<a href="mailto:jmott@cvalleycsd.org">jmott@cvalleycsd.org</a>
Falling Leaves	Andrew Rubino	<a href="mailto:arubino13@gmail.com">arubino13@gmail.com</a>
CNY Running Clubs Cup	Tim Kane	<a href="mailto:trkane59@gmail.com">trkane59@gmail.com</a>
Grand Prix	Gary LaShure	<a href="mailto:gslnus@yahoo.com">gslnus@yahoo.com</a>
Development Runs	Ashley Mancini	<a href="mailto:Ashmancini12@gmail.com">Ashmancini12@gmail.com</a>
Boilermaker Training Program	Dorothy Massinger	<a href="mailto:dmassinger@yahoo.com">dmassinger@yahoo.com</a>
Youth Development	Nate Getman	<a href="mailto:npgetman@yahoo.com">npgetman@yahoo.com</a>

Anyone interested in serving on any of the committees should contact the committee chairperson or the Club President – Andrew Rubino at [arubino13@gmail.com](mailto:arubino13@gmail.com).

## Regular Club Events

### GRAND PRIX

GRAND PRIX: The Grand Prix series of races is a friendly competition among all members registered as of March 12, 2023. Members are automatically eligible, and points are received per race order of finish in five-year age groups, with one's age as of October 31, 2023, determining age group for the season. The best 6 performances among the 13 designated races will determine standings for awards, with a minimum of 3 races required to be eligible for an award. Grand Prix races for 2023 are:

3/11/2023	Mad Mile	1 Mile	Utica
4/2/2023	Fort to Fort	10K	Rome
4/8/2023	Save Our Switchbacks	7.5K	Utica
5/21/2023	Erie Canal Races	10 Mile	Marcy
6/11/2023	Patriot Run	5K	Rome
6/18/2023	Summer Sizzle	5 Mile	Utica
7/9/2023	Boilermaker	15K	Utica
7/16/2023	Sundae Run	5K	Richfield Springs
8/18/2023	Woodsmen's Field Days	10K	Boonville
Aug 2023	Tunnel to Towers	5K	Utica
9/24/2023	Falling Leaves	14K	Utica
10/15/2023	Skeleton Run	5K	Deerfield

Grand Prix details, results, standings, and reports can be found at the Club's website and monthly SpliTimes newsletter. For more information, please contact Gary LaShure at [gslnus@yahoo.com](mailto:gslnus@yahoo.com).

### CNY RUNNING CLUBS CUP

This friendly competition is held annually among the Kuyahoorra Kickers, Mohawk Valley Hill Striders, Roman Runners, Toe Path Trekkers, and the Utica Roadrunners. In a series of designated races throughout the season, each club's members will compete on an age-graded basis against the five other clubs. By using age grading, anyone in a club could find themselves contributing to the club's success in any given race. There are no gender or age distinctions. The Cup is truly open to all members. The best five results by each club's members in a race will be compared to the other clubs and points awarded on a descending basis, with six points to the best, five to second and so on down to a single point. At the end of the year, the club with the most points wins the CNY Running Clubs Cup and bragging rights for a year.

To make this work, the race registrations for a Cup race will now include a question about club affiliation, and that information will be included in the race results. People who are members of more than one Cup club should be aware that the first club you compete for in a year is the club you will represent for the rest of the year.

**NOTE:** The UR team is only made up of members who respond in the affirmative to an email survey in the first quarter of the year, asking if they want to be on the Cup team. Team members must also be in good standing with the club by March 31<sup>st</sup>. For information, contact Tim Kane at [trkane59@gmail.com](mailto:trkane59@gmail.com).

## **CLUB RUNS**

The Club holds traditional runs starting at The Mill Family Fitness Center (587 Main St #202, New York Mills), on Thursday nights at 5:45pm. For more information contact Wendy Bowers at [wlb113065@yahoo.com](mailto:wlb113065@yahoo.com).

## **SOCIAL GATHERINGS**

Various types of social gatherings are coordinated by members on a regular basis. Typically, there are monthly family friendly social events and monthly happy hours. These will be advertised to the membership through our social media channels.

## **Communication**

### **NEWSLETTER**

Our club newsletter, SpliTimes, is published monthly. A link is e-mailed to each member household. It contains a calendar of up-coming club events, meetings, club runs, a schedule of area races, race results, running articles, and many other news items of interest to members.

If you have any articles, announcements, or news items that you would like to have included in the newsletter send them to Michelle Truett, c/o Utica Roadrunners, P.O. Box 4141, Utica NY 13504 or email Michelle at [michelle@484design.com](mailto:michelle@484design.com). The submission deadline for articles is the 15th of each month for publication at the start of the next month. Deadline for race announcements is the first of the month before the race month.



## Member Information and Benefits

### **DUES**

Our dues are \$25 for an Individual Membership, \$30 for a Family Membership of two, or \$40 for three or four. A "Family Membership" means three or more members sharing the same address.

Dues are payable on a calendar year basis and are due January 1st. Deadline for payment is January 31<sup>st</sup>. Membership privileges (including the Newsletter!) may be discontinued if dues are not received by the deadline, and those delinquent after February 28 are removed from the membership list, ineligible for the Grand Prix until dues are paid, and discontinued from receiving the SplitTimes.

New members joining after Falling Leaves pay the full membership fee but will not be re-assessed for the following year.

### **CLUB CLOTHING**

Club merchandise, including tank tops, shorts, tech shirts and more is available at many Club events, at the Sneaker Store, and by contacting the Merchandise Chairperson, contact info listed above. Online pop-up stores to purchase merchandise may sometimes be available and will be advertised through Club social media channels.

### **RED JACKET AWARDS**

Members of the club who complete at least 1000 miles of running or walking as a member during a single calendar year for the first time and have accumulated 10 volunteer points within the prior two years are awarded a special club jacket with "1000 MILE CLUB" and their name or nickname embroidered on the front. If a member earns 30 volunteer points in a single year, but does not complete 1000 miles, they could be given an "Extra Mile Club" Jacket. The point system for earning a club jacket will be based on the Volunteer Points as listed below. Members earning both awards will have the second award as a patch on the original jacket.

Mileage must be verifiable from a personal running/walking log and reported by January 15th of the following year. A form for reporting mileage and volunteer points will be provided in the December newsletter or can be obtained from Melissa Barlett at [docbarlett@gmail.com](mailto:docbarlett@gmail.com)

Members of the 1000-MILE CLUB who complete 1000 miles or more during subsequent calendar years after earning their jacket will receive mileage chevrons that may be sewn on their jacket sleeve. Chevrons are awarded in 100-mile increments from 1000 and upward.

Red chevrons will be given for mileage designated as run or run/walk accumulated within a calendar year. A blue chevron will be given for mileage designated as walk only accumulated within a calendar year (first begun in 2022). Both of these could be earned in a single year if both totals are 1000 miles or more. The walking log must follow the same guidelines as the running log.

Our club jacket is a red micro-fiber shell with a lining and carries the club name and logo on the front. The member's name or nickname can be custom embroidered on the front.

## **VOLUNTEER POINTS**

Points may be earned for:

- Board of Directors and Specific Chairs
  - Serving on the Board of Directors as an officer: 30 points
  - Serving on the Board of Directors non-officer: 20 points
  - Membership Chair: 20 points
  - Merchandise Chair: 20 points
- Director of Club race or training program: 20 points
  - Includes Falling Leaves, Summer Sizzle, SOS, BTP, Development Runs, Skeleton Run, Run for Hunger, Safety Run
- Director of Club event (non-race/training) or ongoing project: 20 points
  - Includes Holiday Party, Awards Party & Committee, SpliTimes Editor, Webmaster, SOS Project, Grand Prix, Club Cup
- Committee Chair or Coordinator of club event (non-race/training) or special committee: 10 points
  - Includes Awards Committee, Scholarship Committee, Social Chair, Volunteer Coordinator, and other committees
- Committee Members of club event (non-race/training) or special committee: 5 points
  - Includes Awards Committee, Scholarship Committee, and other committees
- Unique Point Earning Opportunities
  - Hosting the Thursday Night Run, or the like, at least four times: 10 points
  - Writing a regular column for SpliTimes: 10 points
  - Proofreading monthly SpliTimes for a year: 10 points
  - Writing a single article for SpliTimes: 2 points
  - Authoring a grant application for the club: 10 points

- General volunteer for a single race or training event: 1 point per two-hour time commitment (maximum of 5 points per event, with the exception of the Boilermaker Training Program and the Development Runs which each have a maximum of 10)
  - This includes volunteering for SOS, Falling Leaves, Summer Sizzle, Run for Hunger, Skeleton Run, a single Dev. Run, a single BTP training event, or other UR supported runs
- General volunteer for other club events and committees (non-race/training): 1 point per two-hour time commitment (maximum of 5 points per event)
  - This includes Holiday Party; Club booth at Heart Run or Boilermaker Expo; Health Expos; Scholarship Committee member other than chairperson.

Members must keep track of their own points and turn them in annually before January 15th. A form for reporting mileage and volunteer points will be provided in the December newsletter or can be obtained from Jennifer Stefka at [jennifer.melinda@hotmail.com](mailto:jennifer.melinda@hotmail.com). If earning a Red Jacket for the first time, points from the previous two years may be reported.

## **ANNUAL AWARDS BANQUET**

Usually held in February or early March. At this time members nominated by the Awards Committee are recognized for their outstanding achievement and their dedication to running.

### Volunteer Service Awards

**Robert H. “Coach” Carlson Distinguished Service Award** – Established in 1987 in honor of Bob (Coach) Carlson, to the Utica Roadrunner who has contributed significantly to the success of the Club by volunteering hours of work to racing and running events, social events and helping to run the Club.

**Volunteer of the Year Award** – Awarded to recognize the Utica Roadrunner who unselfishly volunteers hours of time for the benefit of the various projects of the Club and for the entire running community.

**Frank D’Allesandro Training Volunteer Award** – Awarded to recognize an individual with the most enthusiasm, time and support to new members of the running world.

**Inspiration Award** – Awarded to the Utica Roadrunner whose upbeat attitude and dedication to using his or her talents has had a positive influence on other runners throughout the year.

**Distinguished Roadrunner Supporter Award** – Awarded in appreciation and recognition of a corporation, group or individual whose support has made a significant contribution to Utica-area running. (This award is typically given to non-Club members.)

**President's Award** – Awarded at the discretion of the Club's President.

**Extra Mile Jacket** – Earn 30 volunteer points. Further described above under Red Jacket Awards.

**Golden Shoe Award** – this patch is presented to members who have contributed their time and efforts toward the Club on at least 3 occasions during the year. This includes volunteering to help at races, hosting club runs, serving on committees, recruiting and welcoming new members, or contributing in numerous other ways toward furthering the club's goals.

### Running Merit Awards

**Utica Roadrunner Hall of Fame Award** – Awarded to the individual who has excelled for many years in the sport of running and has distinguished himself or herself through racing achievements and/or support of the running community.

**Roadrunner(s) of the Year Award (Female and Male, Open & Grandmasters)** – Awarded to the Utica Roadrunner who has the most outstanding season of running in road races, on the basis of finishing using times and awards. The award was expanded in 1998 to recognize females and males in two age divisions: Open (under 50 years) and Grandmaster (50 years and over).

**Most Improved Roadrunners (Female and Male)** – Awarded to the female and male Utica Roadrunner who has had the greatest improvement in times from the previous year(s) for a number of races over a variety of distances.

**Grand Prix Race Series Awards** - patch for five-year age-group first place, certificates to second and third; awards for maximum points in five races; highest cumulative points top five; family award

**1000 Mile Club Red Jacket** - 1000 miles and 10 volunteer points as listed above.

**Chevrons** - Members of the 1000-MILE CLUB who complete 1000 miles or more during the subsequent calendar year and who earned 5 volunteer points, after earning their jacket will receive mileage chevrons that may be sewn on their jacket sleeve. Chevrons are awarded as described above under Red Jacket Awards.

**Marathon Patch:** A marathon runner patch is awarded to any club member who completes an organized marathon race. Stars are awarded that can be attached to the marathon patch to indicate several completed marathons: Blue Star - 5 marathons; Red Star - 10 marathons. Marathon information including name, date and location of the race; completion time, place, and any awards received should be reported by January 31st. Please include a running photo of yourself to include in the club record book and in the SpliTimes.

**Ultra Patch:** An Ultra Patch is awarded to any club member who completes an organized race longer than a marathon. Pins can be awarded to note the different types of Ultra events. These include: Black – 50k, Red – 50 mile, Green – 12 hour, Blue – 100k, Orange – 100 mile, Yellow - 24 hour.

**10,000 Mile Club Patch:** Awarded to Club members who have accrued 10,000 miles while a member of the Utica Roadrunners.

**Magellan Patch:** Awarded to Club members who have accrued 25,000 miles while a member of the Utica Roadrunners.

### Award Eligibility

Only current members in good standing are eligible to receive club awards. This means that all club dues and club purchase charges must be paid by January 31st of the year that the award is received. This is to allow time for the Awards Committee to complete special custom orders before the Awards Banquet.

### CLUB DISCOUNTS/BENEFITS

Members in good standing receive a 10% discount at the Sneaker Store. The store has a list of current club members. There are also deals for memberships at Accelerate Sports. See website for up to date benefits and information: <http://www.uticaroadrunners.org/membership/>

### National Affiliations

Our club enjoys the benefits of membership in both USA TRACK & FIELD (USATF) and the ROADRUNNERS CLUB of AMERICA (RRCA), the two major national running organizations in the United States. The Club is also a Founding Member to the National Distance Running Hall of Fame.

## **USATF**

USA Track & Field "USATF", is the national governing body for the sport of long distance running, track & field, and race walking; and as such, is the United States' member of the INTERNATIONAL AMATEUR ATHLETIC FEDERATION (IAAF). USATF's responsibility and purpose are to develop interest and participation in the sport, to minimize conflict in race scheduling, and to establish rules for competition.

The ADIRONDACK ASSOCIATION of the USATF is one of 56 regional associations, which comprise USATF. Our club is one of about 27 member clubs that makes up the Association. We are club number 213. You will need to know this if you plan to apply for an individual USATF number for competition. You will need one if you plan to compete for awards in USATF Championship races and some of the larger marathons require applicants to have a USATF number.

## **RRCA**

The ROADRUNNERS CLUB of AMERICA (RRCA) is a national organization of over 500 clubs located in 50 states, and represents over 120,000 individual members. Our club is a member club (club number 175) within the Eastern Region of the RRCA. The RRCA is not a governing body like USATF, but was formed by runners and for runners to promote the sport and to establish guidelines for the conduct of sanctioned races.

The RRCA publishes ClubRunning, a quarterly newsletter that is emailed to all members in February, May, August, and November. If you are not receiving your copy, contact the Membership Director.

## **Other Questions/Concerns**

If you have any further questions about our club, please contact any officer or board member. They will be glad to help make your membership in the UTICA ROADRUNNERS club a rewarding activity.