



## UTICA ROADRUNNERS BUSINESS MEETING

Monday, May 12, 2025 6:15 pm, Boilermaker Headquarters

Board Attendance: Frank Vellone, Andy Hartnett, Melissa Barlett, David Dietz, George Searles, James Kuny, Andrew Rubino, Rebecca LaPorte, Erik Winberg, Phil Trzcinski

Meeting called to order at: 6:22pm

Motion to accept minutes from last meeting: 1st J. Kuny, 2nd. D. Dietz

### INITIAL BUSINESS

- Welcome Paige Marraffa! A new member to the club who joined and wants to get more involved
- Non-profit Community Donations
  - Review proposal from Rebecca
  - Rebecca will give Melissa privileges to edit to straighten out the non-profit language
  - Agree to the \$1,000 budget with max of \$500 per award, could do for this year and look more closely at the budget for 2026
  - Once finalized we could provide this information to groups that have worked with us before
  - Rebecca will add a section to the cover letter about required follow up for funded projects including a photo or follow up within two months of the event
  - Melissa and George will provide final review/edits
  - Will provide an update at the next meeting
  - Email Rebecca and Melissa if you have additional changes you would like to make to the Community Donations Proposal before the next meeting

### COMMITTEE REPORTS

- **Activities & Events – Erik Winberg**
  - **Races**
    - **Four Race Challenge - Andrew Rubino**
      - Any swag left to distribute? Yes - Melissa working on contacting people between now and Summer Sizzle to have them pick up swag. Only 5 people left to pick up
    - **Save Our Switchbacks - Melissa Barlett**
      - Date for next year TBD
      - Need to pay bills but no other updates - will connect with J. Kuny for invoice payments

- **Summer Sizzle** - Travis Olivera
    - Father's Day: June 15, 2025
    - Permit in the works, we have insurance
    - Stickers delivered (Andrew has them)
    - Travis has connected with Rebecca already about volunteers
    - Will connect with PJ Green for flyers t, Andy will follow up to see if Travis has connected with PJ Green already
    - Melissa will connect with Travis for kids participation ribbons
  - **Falling Leaves** - Andrew Rubino
    - September 28, 2025
    - Contacting sponsors
  - **Skeleton Run** - Rob Kapfer
    - Sunday October 19, 2025
    - No updates
  - **Run 2 End Hunger** – Rebecca LaPorte Mason Hedeon
    - November 27th, 2025
    - George will help with registration
  - **New Year's Run** at Accelerate – Melissa Barlett
    - 1/1/2026
    - Melissa suggests a potential partnership with the Sneaker Store and join their run
    - Email your thoughts on this proposal to Melissa
- Virtual Events
  - **FIVE after FIVE** – Melissa Barlett & Andy Hartnett
    - Event is going great so far with great engagement on social media (Facebook and Strava)
    - Melissa is handing out cups, they will be available at the D Run as well
    - Not expecting shirts to arrive until the end (May 21)
    - Wrapping up the event at D run? Maybe hot dogs? May 21. Will float the idea with Ashley this Wednesday
- Activities - Limited
  - Scholarships - Travis Olivera
    - Frank has volunteered to read scholarship applications
    - Will reach out to Sue to see if she's interested again this year
    - Do we know of anyone else interested?
    - Erik will reach out to Travis for updates and see if we need to push out more information about scholarships
    - One scholarship has come through the mail, unknown how many we have received digitally at this time
    - Tentative presentation date 3rd Wednesday of June (18th) (D-Run) Rain date the 4th Wednesday of June (25th)
    - Once deadline passes someone will need to reach out to Speedy to organize the awards
  - Boilermaker Training Program - Erik Winberg/Peter Angelini

- Will need volunteers for water stops coming up as it gets warmer, Erik and Pete organizing and will reach out to Rebecca if more support is needed
  - Good group leaders and things are going well
  - Frankie Run - June 28th - likely will need additional directional support with safety and water (estimated 3-4 safety volunteers needed) - Rebecca will put a email call out for this
- Boilermaker Expo table and volunteers
  - Registered and have insurance
  - Just waiting on location
  - Need Coordinators for Expo and Post Race
  - Rebecca will organize the same as last year, will put out by the next meeting (Rebecca and expo)
  - For post-race need to hide goodies until the race is over or have someone posted there. Melissa was able to get a parking permit to get close to the finish area and set up. Melissa can coordinate the post race but will likely need another coordinator
  - Erik will see if there are any 5k folks who might be able to help with the table at the Boilermaker finish line, he will follow up
  - <https://kesslerpromotions.com/vendors>
- Grand Prix - Gary LaShure
  - Next Race: Erie Canal 5/18/2025
  - Melissa following up with some folks who may have accidentally been left off the competition
- CNY Running Club Cup - James Kuny
  - Cliff's Gift Card: \$300 in gift cards donate
  - Announce winners
    - Fort to Fort - Sue Tucker and Paul Humphrey
    - Towpath - Sue Luley took home the most points!
  - Request to possibly send out results via RunSignUp email list and social media
  - Andrew will include Club Cup information in the merch email/President's message
  - Next Race: Patriot Run 6/8/2025
- Development Runs - Ashley Mancini
  - DRuns are underway - permit and insurance obtained
  - Ending two weeks after Boilermaker
  - Looking for partners for Kid's Run and other events - still in progress of setting up a bounce house or blow up game things. Still investigating
  - Hot Dog Days - 2 days we are looking at, possibly pairing one day with scholarship presentation night
  - Looking into a Five After Five party to end the event - food TBD by Melissa
  - Proposal to add \$700 for activities for the D Run, motion by Melissa, all in favor
- Youth XC Training Program - Nate Getman & Abbie Sutliff
  - We have insurance

- Activities - Ongoing
  - Volunteers - Rebecca LaPorte
    - Updates
      - Volunteers for BTP? In progress
      - Volunteers for Sizzle? In progress
      - Grateful for Graham had lots of volunteers, thanks everyone who helped out!
  - Social - Melissa Barlett & Rebecca LaPorte
    - May Happy Hour
      - Recap - fun! Had to move to the Saranac tavern and bought drink tokens since we were unable to get food. There was good turnout
    - June Happy Hour
      - Prefer outdoor location
      - Melissa will look into Woodland, Seven Hamlets, Piggy Pats
      - Friday June 13th
      - Will connect with Travis to see if he wants to combine packet pickup with Happy Hour
  - Banquet and Awards - Jenna Stefka/Melissa Barlett/Ashley Mancini
    - Will revisit again in October
  - Racing team/Captains - Andrew Hartnett
    - 5/4/2025 - Mountain Goat Run (Member Discount) - Andrew Hartnett
      - It rained, the picture was a little too early so we missed some folks
    - Race the Lake - Andrew Hartnett
      - May 31
      - Marathon, 1/2 Marathon, 10K and 5K
      - Discount Code 25% - reach out to Andy for more information
    - Brookfield Classic - Travis
      - September 13
      - Discount code available - seek Travis for additional info
      - Race capped at 100 participants
    - Wineglass Marathon - Tiffany
      - October 5
      - Discount Code available
      - Price Increase May 15 - code can still be applied but it would be toward the new price
    - Any other captains/races to promote?
    - Hoping to start the race captains earlier next year so we can promote earlier
- UR Supported Events
  - **Tunnel to Towers Utica 5k** - Phil Trzcinski/Alex Gonzalez
    - August 17, 2025
    - Registration is up and running
    - Working on coordinating all the fun extras
  - **Trenton Fish and Game Club Trail Run-Rob Kapfer**
    - August 3, 2025
    - No update

- **Grateful for Graham 5k** - Amanda Robertello
  - May 3, 2025
  - Rainy but good run
  - 480 registered
  - Lots of volunteers and day of registrations
  - Significant increase in money raised this year! Final numbers TBD
- **Committees**
  - Diversity Committee - Melissa Barlett/Michelle Truett
    - On Hold no updates
  - Blood Drive - Andrew Rubino
    - no update
- **Administration & Finance – Melissa Barlett**
  - Financial - James Kuny
    - Report will be submitted shortly
    - Next steps for bank account - working on final signatures
  - Merchandise - Frank Vellone
    - Coordination between Sneaker Store and USA Racing to stock UR Gear
    - Will start pushing out more information about Sneaker Store partnership and gear via email and social media
    - Set up online store with USA Racing
      - Connect with Summer Sizzle Race
    - Andrew suggested getting ambassadors for fuel for the Boilermaker training program (Gu, BodyGlide, or other running essentials). Frank and David will work together on this to do outreach to potential vendors. This could be for marathon training, Boilermaker training, races, Wednesday Night Development Runs. They will keep a list of contacts and track if they hear back to prevent duplication of efforts. David will be linked into the Utica Roadrunners Gmail account so that the official email requests come from our official account.
    - singlets (\$30)                      ■ tshirts (\$5)
    - cow bells (\$3)                      ■ hats (\$10)
    - blankets (\$25)                      ■ hoodie (\$20)
  - Equipment and Rental - Phil Trzcinski
    - Clock borrowed May 17 for MMRI Lupus Race/Walk - Rebecca will coordinate getting the clock to Rebekah
    - AED \$1375, this would be compatible with the City and Kunkle which would be a benefit. Motion to increase budget from \$1000 to \$1375 for the AED. 1st Barlett, 2nd Dietz, all in favor. Phil will coordinate getting it ordered. Phil will organize training for everyone.
    - Phil requests help with getting and keeping the trailer cleaned
    - Make sure to clearly communicate the status of the trailer for those that need to use it
    - Phil wants to fix netting and some other things for trailer
    - Keeping trailer where it is as much as possible and clean equipment as it gets dirty

- Jenna is going to get some spouts to make water station cup pouring easier and will be reimbursed
  - Make sure to put things back from where you got them
  - Phil planning to take the trailer for a couple days for cleaning and organization
- Membership - Rebecca LaPorte
  - 434 memberships currently
  - 2024 - 443 memberships end of May last year
- Webpage/Race Calendar - Melissa Barlett & Andy Hartnett
  - Rubino organizing bios for Hartnett
  - If you notice something is out of date let Melissa and Andy know
  - Sponsorship still needs to be added, Andy will update
  - One race needs to be added to the race calendar, Andy will update
  - Website will be updated to show 2025 D Run results (link is good, just the link title needs to be updated), Andy will update
  - The contact us section is still not working on the website
- Facebook & PR - Andy Hartnett
  - Was email issue resolved? No, still having issues. Andy will try again
  - Lots of engagement during Five After Five
- Newsletter
  - deadline is 20th of each month
  - Michelle emailed Splitimes procedure email
  - Nominate members for profiles - let George know
    - nomination suggestions - Paige and David have agreed to do a profile and will connect with George.
  - Newsletter went out!
  - Newsletter may need additional support in the future if anyone is available? Possibly would be able to provide financial support
- Clubs & Organizations Liaisons - Melissa Barlett/Erik Winberg (USATF and RRCA)
  - No updates
- Sponsorship - David Dietz
  - Have a list of sponsorships planning to reach out to
  - Updated letter is ready to go out
  - Andy will put the sponsorship information on the website (David will send to him)
  - Connection with Indium
  - If you have a business interested in sponsoring please see David
    - make ad for Splitimes
  - If you know any organization or business who would like to help with volunteering please connect with David and Rebecca
  - Cliff's Fuel Cards for Club Cup - five participated in Towpath, winners Sue and Derek

## **OLD BUSINESS:**

- Continue discuss of marketing materials, recognition, banners, etc for sponsors levels
  - Will discuss next week

### **NEW BUSINESS:**

- Announcements
  - Presidential Physical Fitness Challenge - would try and get clubs and fitness places together for a competition. Maybe a cash prize? Still fleshing out this idea. Talking to managers of a couple gyms. Erik interested in pursuing for the fall. Erik and Andrew will have additional conversations about this and provide additional information to the group at a later date.
  - Shout out to Rob for last minute trailer moving
  - Shout out to Melissa for taking on lots of duties and keeping things running smoothly

Meeting adjourned at 7:55pm 1st P. Trzcinski 2nd J. Kuny

**Next Meeting: June 9, 2025 at 6:15 at Boilermaker Headquarters**

### **Future meeting dates:**

July 14, 2025\*; August 11, 2025; September 8, 2025; October 13, 2025; November 10, 2025; December 8, 2025