



## UTICA ROADRUNNERS BUSINESS MEETING

Monday, December 8, 2025 6:15 pm, Boilermaker Headquarters

Board Attendance: Andrew Rubino, Andy Hartnett, Frank Vellone, Rebecca LaPorte, James Kuny, Erik Winberg

Other Attendance: Linley Bingham, Paige Marraffa, Donna Morreal, Bill Kosina

Meeting called to order at: 6:20pm

Motion to accept minutes from last meeting: 1st R. Laporte, 2nd E. Winberg

### INITIAL BUSINESS

- Welcome new board members Linley Bingham, Paige Marraffa, and Donna Morreal - officially start at the end of the meeting
- Presentation from Route 20 Roadies - Bill Kosina
  - Putting together the schedule for next year, determining races for next year and the calendar in general
  - 33 races were on the docket last year
  - Last year the four pack was on the schedule - SOS, Summer Sizzle, Falling Leaves, Skeleton Run
  - Historically \$0.50/person to Route 20 or \$100 max per race
  - Last year, we paid \$300 to Route 20 and provided them with advertising discounts
  - Wondering if we want to re-up on our agreement and when the dates of races are
  - The Route 20 group is good about emailing and advertising, wondering if they can advertise specifically the four pack in addition to the four individual races
  - Race dates provided to Bill Kosina, further discussion between Andrew and Melissa will occur and a final payment proposal will be brought up at the next meeting

### COMMITTEE REPORTS

- **Activities & Events – Erik Winberg**
  - **Races**
    - **Four Race Challenge** - Andrew Rubino
      - USA Racing in design process after discussion about theme for Four Pack and for each race
      - Summer Sizzle is done with design
      - Discuss swag options - windbreaker, thermos, lunch box, retro item? Any other ideas please text or email Andrew

- Further discussion about how long the four race challenge offer will last and how much it will cost
- Launch early January (hoping for January 1st)
- Offer ends at Banquet
- Discussion on pricing and potentially gradient pricing
- \$100 for first two weeks and then up to \$120 afterwards for members
- \$125 for first two weeks for nonmembers; \$145 afterwards for nonmembers
- **Save Our Switchbacks** - Melissa Barlett
  - April 18, 2026
  - Suggestion for coffee and pie at the end of the race
  - Suggestion pie for finisher prizes
  - Possibly reach out to Stride for coffee
- **Summer Sizzle** - Travis Olivera
  - June 21, 2026
- **Falling Leaves** - Andrew Rubino
  - September 27, 2026
  - Will likely be talking to Hotel Utica by DoubleTree soon to book
- **Skeleton Run** - Rob Kapfer
  - October 18, 2026
- **Run 2 End Hunger** – Rebecca LaPorte Mason Hedeen
  - Significantly higher registrations online (297 vs. 163 last year)
  - Day of registration: 151
  - Total registered: 448
  - RunSignUp transaction total will be confirmed by James at a later date
  - Cash/Check total: \$1100 cash, \$130 checks, \$100 50/50 Raffle
  - 2,580 lbs of food collected for Utica Rescue Mission
  - Poll Result: Compassion Coalition
  - Need thank you shout out post: mentioning Stride, JP Handyman Services, Hemlock Print House, Sunrise Rotary, Rec Center, Volunteers. Also highlighting money and food raised
  - 20 hats were donated to Youth Bureau at Rec Center by Falling Leaves
  - We will determine final amount of money collected so a check can be written to Compassion Coalition at the next meeting
  - Rebecca and Melissa will provide receipts/invoices to James for granola bars, water, garbage bags, scissors, tape, and fisher stickers
- **New Year's Run** – Melissa Barlett
  - Discussion for 2026
  - Ben at Sneaker Store interested in working with Club for combined event
  - E. Winberg setting up a small kids obstacle course in Forte Gym (instead of a kids run) starting at 9am

- 10am the run will start, not technically a Sneaker Store sponsored event
  - Run is starting and ending at Grow Brewery
  - Will be following route designed by Ben at the Sneaker Store, same route as last year
  - Online sign ups are open through UR
  - Will have some volunteers and print the map ahead of time. Also will work on having a water stop (Chanatry's?)
  - Roads will not be closed, Melissa will plan on alerting local police in New Hartford and Utica
  - Grow, Stride, and Bagels will be open/available after the run
  - UR member Raffle prizes will include Saranac beverages, UR merch, Stride/Grow, race entry. Will get two tickets if you are in UR gear
  - Run will be free - on RunSignUp now, sign up optional
  - Will try and sell extra UR Race merch as usual
  - Will need volunteer email, Rebecca will draft and get Melissa's approval before sending
- Virtual Events
  - **FIVE after FIVE** – Melissa Barlett & Andy Hartnett
    - No report
- Activities - Limited
  - Scholarships - Travis Olivera
    - No report
  - Boilermaker Training Program - Erik Winberg/Peter Angelini/Amanda Hartnett
    - \*\*\*Start date\*\*\* - Saturday February 28th, 2026 7:30am
    - Recruiting other volunteers for pacing and additional support
    - Goal of increased retention - hoping to keep people beyond the first few weeks. More conversation and connection
    - Recommendation to advertise that we will stick with slower runners and provide more support during runs
    - Looking into maybe more emails? Possibly looking for an additional volunteer to lead this
  - Boilermaker Expo table and volunteers
    - No report
  - Grand Prix - Gary LaShure
    - No Report
    - Need to be a member by March 12 to participate
  - CNY Running Club Cup - James Kuny
    - Paige and Mary Ann will co-captain
    - For next year, need to give more information to the participants on how they score points at the beginning of the year
    - Cliff's Gift Card: \$300 in gift cards donated - reviewed who still needs cards, currently up to date
    - James will connect Paige and Mary Ann with Roman Runners via email in the new year and hand off the program

- In 2026, hoping for more prompt prize sending, more emails with updates, and an introduction email so members can better understand and participate
  - Development Runs - Ashley Mancini
    - Shirt Design contest for 2026 - will be announced in January SpliTmes, Melissa working on this
  - Youth XC Training Program - Nate Getman & Abbie Sutliff
    - No Report
- Activities - Ongoing
  - Volunteers - Rebecca LaPorte
    - New Years Day Run - will send volunteer email, estimate needing 4 on the route, 2 water stop, 2 safety, 2 start/end assistance and registration
  - Social - Melissa Barlett & Rebecca LaPorte
    - November Happy Hour - in tandem with Safety Run. Good participation, light up outfits, and prizes despite the rainy weather. Sneaker Store donated some safety gear.
    - January Happy Hour - Beer Hub, January 23rd, drink tokens for first 20 members
  - Banquet and Awards - Jenna Stefka/Melissa Barlett/Ashley Mancini
    - Discussion of location
    - Andrew talked with 7 Hamlets and has February 28th available, group agreed to this location and will finalize the logistics
    - We will have DJ for small fee and UR membership
    - If we need screen or projector we have one available for our DJ
  - Racing team/Captains - Andrew Hartnett
    - Willow (Discount codes available)
      - Ugly Sweater 5k - quite a few people participated and used the discount code
- UR Supported Events
  - **Grateful for Graham 5k** - Amanda Robertello
    - May 2, 2026
  - **Trenton Fish and Game Club Trail Run-Rob Kapfer**
    - August 2, 2026
  - **Tunnel to Towers Utica 5k** - Phil Trzcinski/Alex Gonzalez
    - August 16, 2026
- Committees
  - Diversity Committee - Melissa Barlett/Michelle Truett
    - On Hold no updates
  - Blood Drive - Andrew Rubino
    - End of January Drive
      - 1/31 at Maynard Fire Department 9am to 2pm
- **Administration & Finance – Melissa Barlett**
  - Financial - James Kuny
    - Report will be available tomorrow

- Will discuss scheduling of budget meeting in January Board Meeting
- Merchandise - Frank Vellone
  - Continue UR Merch Table @Running Events, planning to table at Run2End Hunger —
    - Suggestion for bins so we can separate available merch by size so it's presorted
    - Melissa will investigate some bin options and send to Andrew for purchase under our supply line
  - Coordination between Sneaker Store and USA Racing to stock UR Gear continuing. Josh hoping to have a line of basic cotton t shirts for people to view, buy, and have the logo printed on
  - Set up online store with USA Racing
    - Connect with Summer Sizzle Race
    - singlets (\$30) ■ tshirts (\$5)
    - cow bells (\$3) ■ hats (\$10)
    - blankets (\$25) ■ hoodie (\$20)
- Equipment and Rental - Phil Trzcinski
  - Trailer Registration updated
- Membership - Rebecca LaPorte
  - # 529 members currently 336 current memberships
  - December 2024 comparison: 542 members, 352 memberships
  - Membership renewals are starting
- Webpage/Race Calendar - Melissa Barlett & Andy Hartnett
  - Rubino organizing bios for Hartnett
  - Andy will update the website with new board members
  - If you notice something is out of date let Melissa and Andy know
  - Melissa and Andrew will look at the handbook between now and the January meeting to ensure the most up to date version is on the website
  - Banquet and awards section will also be updated by Melissa
- Facebook & PR - Andy Hartnett
  - Need a point person to collect content and send to Michelle for Newsletter, any volunteer?
- Newsletter
  - deadline is 20th of each month
  - Ad Purchases
  - Promos of Award Nominations
  - Nominate members for profiles - email George or Rubino
- Clubs & Organizations Liaisons - Melissa Barlett/Erik Winberg (USATF and RRCA)
  - Club insurance obtained
- Sponsorship - David Dietz
  - No updates from David, Melissa or Rebecca - Andrew will reach out to find out if David has heard back from anyone on sponsorship
  - Andrew recommend research On-Brand company for Club donations, they provided donations to Rob for his runs. Rebecca will look into it.
  - Looking to get sponsorships for Four Run Race Challenge - David/Melissa

- Need to finalize by end of February
- 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
- Suggestion to make a list of organizations or businesses by January so we can make calls and emails for 2026
- Non-Profit
  - Melissa Updated Non-Profit documentation
    - \$500 per year
    - Ineligible for 2 years
    - No applications at this time

## OLD BUSINESS:

- Safety Run - Tuesday November 25th at 6:30pm
  - Recap - things went well despite the damp weather, additional information above in Social
- Tilden Hill Farm Trails - Verona
  - 12 miles of trails open for running, biking, camping
  - Space is available, anyone interested in investigating for a potential social activity let Andrew know to coordinate
  - Recommendation to mention at the Race Directors meeting

## NEW BUSINESS:

- Mile Marker Sign - 5 years for \$2,125
  - We are mile number 7, this is the only mile marker available
  - Will make sure to include a savings line in the budget for future planning and clarity for future boards
  - Motion to pay for 5 years for the mile number 7 sign by R. Laporte, 2nd by F. Vellone
- Race Directors Meeting
  - Dates will be discussed at the January board meeting, hoping to have the meeting in February
  - Goal is to have the meeting before February 7th (Beer and Chili Run)
  - Andrew will look into possible dates with Boilermaker office
- Executive Board Elections
  - President, VP Administration & Finance, VP of Activities and Events, Treasurer, Secretary
  - Proposed slate of officers
    - President: Andrew Rubino
    - VP Administration & Finance: Melissa Barlett

- VP of Activities and Events: Erik Winberg
- Treasurer: James Kuny
- Secretary: Rebecca LaPorte
- Verify 2026 meeting dates
  - Dates verified and time confirmed

**ANNOUNCEMENTS:**

- Frosty Paws update - raised just under \$2,000 and raised a bunch of supplies to drop off. Thank you to everyone who came!
- Kudos to James Kuny for all his hard work for the Club Cup and preparing for a smooth takeover. Also for keeping on top of financials with the club. Thank you James!

Meeting adjourned at 8:05pm Motion F. Vellone, 2nd J. Kuny

**Next Meeting: January 12, 2026 at 6:15 at Boilermaker Headquarters**

**Future meeting dates for 2026:**

February 9, March 9, April 13, May 11, June 8, \*July 13, August 10, September 14, \*\*October 12, November 9, December 14

\*Boilermaker Monday

\*\*Columbus Day