



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 Maraffa, 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 Morreall - 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 Hedeon
 - 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 SplitTimes, 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