



UTICA ROADRUNNERS BUSINESS MEETING

Monday, April 13, 2026 6:15 pm, Boilermaker Headquarters

Board Attendance: Andrew Rubino, Melissa Barlett, James Kuny, Tommy Carlson, PJ Marraffa, Erik Winberg, Rebecca LaPorte (Virtual), Andy Hartnett, Frank Vellone, Donna Morreall, Phil Trzcinski, David Wynne

Meeting called to order at: 6:18pm

Motion to accept minutes from last meeting: 1st T. Carlson 2nd J. Kuny

INITIAL BUSINESS

- Welcome new board member David Wynne
 - Board members went around and provided quick introductions to David

COMMITTEE REPORTS

- **Activities & Events – Erik Winberg**
 - **Races**
 - **Four Race Challenge** - Andrew Rubino
 - Swag should be ready for SOS
 - Logan is back as photographer for all 4 Races
 - **Save Our Switchbacks** - Melissa Barlett
 - April 18, 2026
 - Call for volunteers - pretty good list of volunteers, in good shape for the race this weekend. Still could use a few more people to help with directions. Send volunteers Melissa's way if you know someone not running and interested in helping with directions on the course.
 - Packet Pickup information was requested for the RunSignUp page, Melissa will check and make sure to add. She also plans to send an email with additional information for all registrants
 - Hoping shirts will be delivered to the Sneaker Store for packet pickup but not technically confirmed. Frank will check tomorrow when he is at the Sneaker Store and will let Melissa know
 - Will be handing 4 Race Swag out at the SOS packet pickup
 - Excited to be racing through the Zoo but likely won't be any animals out due to lack of volunteers on the zoos part, but there will be animals out that you run past

- Reported there was a branch on the trail, City of Utica is scheduled to go through and make sure the course is ready
- Still working on post run snacks - request to call Carlos for a box of bananas, usually also do granola bars. Andrew will pick up granola bars from Price Chopper and follow up on Carlos
- Should be good on water using water containers and cups. Also have some water bottles
- Phil reported that he will move the trailer to the Parkway, Andrew will connect with him and make sure things are locked down before it's moved
- Melissa planning to pay Logan for photography for all 4 races, check will be made out at the meeting tonight (\$500/race, \$2,000 total)
- The road should be closed for start of the race, will have someone there for safety and cones as they return to the parkway so they stay on the sidewalk
- Continuing to work on last minute things like awards
- **Summer Sizzle** - Travis Olivera
 - June 21, 2026
 - Rubino working on permit
- **Falling Leaves** - Andrew Rubino
 - September 27, 2026
 - Rubino working on permit
 - Still working on securing an appointment with the hotel to secure a contract
- **Skeleton Run** - Rob Kapfer
 - October 18, 2026
 - Registration is open
- **Run 2 End Hunger** – Rebecca LaPorte Mason Hedeem
 - No update
- **New Year's Run** – Melissa Barlett
 - Event will be discontinued for 2027
 - Work with Grow and Stride OR Bus to Boonville
- Virtual Events
 - **FIVE after FIVE** – Melissa Barlett & Andy Hartnett
 - Continue Discussion of what event will look like for 2026
 - First D-Run is first day of challenge - planning on Nachos from One Genny for kickoff of challenge and D runs on May 6
 - USA Racing working on T-Shirt and Logo design
 - Social & Shirts for added cost
 - Thinking about doing the social and final celebration on Friday May 15th - Nail Creek? Lukins? Celtic Harp? Thinking Lukins unless there is live music and it's too loud
 - Thinking about a Taco Tuesday on May 12 at Cantina Catrin
 - Ending Wednesday May 20th - Andrew will work on something potentially after the D run, will provide more information soon

- Still planning to do challenges each day
 - Anyone who wants to host a run somewhere on a day during the challenge let Melissa know so it can be shared with the group
- Activities - Limited
 - Scholarships - Travis Olivera
 - Information on website is updated
 - James will organize a Thank You note for Paul for his kind donation to continue the program
 - Begin promoting
 - Contact Michelle for Ad in split times
 - Email membership
 - James and Frank plan to continue to read applications
 - James will email Travis to follow up with Sue Brumm to see if she wants to read applications again this year
 - Boilermaker Training Program - Erik Winberg/Peter Angelini/Amanda Hartnett
 - Saturday February 28th, 2026 7:30am
 - Move to Parkway after Easter depending on weather
 - Post courses in email communication
 - Planning a shorter run before the SOS this week
 - Excellent retention so far, better than in other years
 - Amanda distributed groups of people to text, helping to keep people in the loop and building smaller groups of support
 - Donna reports enjoying the 3 minute run 2 minute walk group, nice times for socialization
 - Participants requesting information about the hills on the planned routes ahead of time to help plan their hills and routes throughout the week
 - Boilermaker Expo table and volunteers
 - Insurance and Application submitted
 - Grand Prix - Gary LaShure
 - Discuss UR singlet for members who participate
 - Can promote having to be a member to get a singlet
 - CNY Running Club Cup - Paige and Mary Ann
 - Advertise and recruit members to participate
 - Cliff's Gift Card: \$300 in gift cards — Rubino will contact Cliffs and Coordinate Award presentation
 - 36 participants at the last event
 - We are currently in third place
 - PJ has graphics put together to show the scoring
 - Ryan Barry (fastest) and Rebecca Bolton (random) are the gift card winners!
 - Development Runs - Ashley Mancini
 - Shirt Design contest for 2026 — how is this going? We are not taking any more submissions. We received one submission during the contest window
 - Shirt design was revealed! Discussion was had on shirt color and print color was determined. It will be revealed in the SpliTimes and at the D runs soon

- We have insurance
 - Suggested that 8 runs are required for t shirts, can “make up” a run by volunteering
 - Youth XC Training Program - Nate Getman & Abbie Sutliff
 - Requesting insurance, they will be provided it
- Activities - Ongoing
 - Social - Melissa Barlett & Rebecca LaPorte
 - Lisa Badolato looking at organizing Copper City Happy Hour
 - Projected April 24 date for next Happy Hour
 - Planning on One Genny
 - May 15th planning Utica for 5 after 5 (Possibly Lukins, Andrew following up)
 - June planning for Copper City - date TBD, we will let Matt Moore know and share information with Roman Runners
 - Banquet and Awards - Jenna Stefka/Melissa Barlett/Ashley Mancini
 - Begin looking at places that can host 80-100 comfortably
 - Racing team/Captains - Andrew Hartnett
 - Syracuse half pics submitted to Splitimes
 - Make social post asking what members are running
 - Reach out to members for training runs
 - Mountain Goat is up next
- UR Supported Events
 - **Grateful for Graham 5k** - Amanda Robertello
 - May 2, 2026
 - Insurance obtained
 - Participant numbers look about the same as last year
 - Still have some Boilermaker Charity Bibs available, see Phil with potential interest
 - **Trenton Fish and Game Club Trail Run** - Rob Kapfer
 - August 2, 2026
 - **Tunnel to Towers Utica 5k** - Phil Trzcinski/Alex Gonzalez
 - August 16, 2026
 - Registration is now open, ~500 registered so far
 - Member requested Tunnel to Towers Utica Roadrunners special shirt this year for participating members. The member said they would run the logistics. Would need to agree on a line for funding. Member will follow up with Phil to discuss and come to the UR meeting with an official proposal. The board agreed there are some complicated logistics so an official proposal is needed before we can consider.
- Committees
 - Diversity Committee - Melissa Barlett/Michelle Truett
 - On Hold no updates
 - Blood Drive - Andrew Rubino
 - No report

- **Administration & Finance – Melissa Barlett**

- Financial - James Kuny

- Report - nothing of note of the report
- Boilermaker mile marker payment
- Working on depositing checks for Grateful for Graham
- Planning to email the tax person to get that completed for May
- Received an invoice for the website certificate renewal and hosting costs, seems like a bit of a jump without explanation, something to consider. Last year we budgeted \$600 for the website, this invoice is within the budget line. We should monitor this cost next year. Potentially shop around next year
- Melissa will get additional information on potential alternate vendor and report back
- Noted that website support has been quite expensive, wondering if there are other more financially reasonable options
- James mailed the check to Route 20 Roadies - Melissa will let them know, we have made 2 attempts to send them checks
- Melissa provided James with the PO Box key so he can check for potential returned check

- Merchandise - Frank Vellone

- Coordinating storage with Rubino
- Discussion regarding swag printing
 - Shirt printing at Sneaker Store was on 3/18 and 3/25 during Wed group runs. May 13 on their calendar for a merch day right after 5 after 5. Will discuss with Josh prior to that about some tank tops for summer. Frank is going to try and fix one of the presses tomorrow and can check in for more details on the May 13 merch day.
 - Frank will remind Josh that people may ask about shirts and merch with logo during SOS packet pickup day
 - Josh had the press and merch out to show to members, unsure how many people took advantage and purchased something. There seemed to be interest in t shirts of which he had quite a few colors
 - Hearing some conflicting information from members about what merch is available to have printed with the logo. Frank will mention to Josh, employees might not be aware of the program
 - Will advertise information in SpliTimes in May
 - Will post on social media as well to promote
- Set up online store with USA Racing
 - singlets (\$30)
 - cow bells (\$3)
 - blankets (\$25)
 - tshirts (\$5)
 - hats (\$10)
 - hoodie (\$20)

- Equipment and Rental - Phil Trzcinski

- Trailer will move before SOS - likely on Wednesday 4/15 or Thursday 4/16
- We need new flag stands for our feather flags

- Need some more information on the two banner stands and condense to make things easier to find in the trailer
 - Andrew will talk to Phil about equipment needs
 - Melissa will make sure a bullhorn is charged for SOS this weekend
- Membership - Rebecca LaPorte
 - 447 members currently (membership is up!)
 - 403 April 2025
- Webpage/Race Calendar - Melissa Barlett & Andy Hartnett
 - Andy spoke with Willow - they are planning to offer the same discounts as last year, Andy will update those on the Race Calendar
- Facebook & PR - Andy Hartnett
 - Need Point person to collect content and send to Michelle for Newsletter - spread the word and if they are interested have them email Michelle
 - Need to mention the Route 20 Roadies - they plan to table at SOS
- Newsletter
 - deadline is 20th of each month
 - Ad Purchases
 - Promos of Award Nominations
 - Nominate members for profiles - email George or Rubino
 - Newsletter assistance requested - if you're interested in helping with articles and content let Andrew and Melissa know
 - James suggested an article on methods of displaying race awards and bibs
 - James also suggested reaching out to people looking for their red jackets who need volunteer points
- Clubs & Organizations Liaisons - Melissa Barlett/Erik Winberg (USATF and RRCA)
 - Club insurance obtained
- Sponsorship - Vacant
 - NYCM sponsor - Andy
 - Doing the 10K for Falling Leaves
 - Interested in BTP/Dev runs at 5K or 10K and what that would look like.
 - Consider signs at the registration tent, water station or start/finish line
 - Possibly have NYCM be the sponsor so D runs are free this year - 5k or 10k level? If we made D runs free does it decrease the motivation for people to become members? Should we have a discounted t-shirt cost? Just more signage and stuff to promote UR but that may put strain on volunteers.
 - Can continue to discuss depending on the level of NYCM sponsorship
 - Have them call Andrew for a discussion
 - This year we can have NYCM sponsor kids under 18 for free D runs
 - On-Brand company update - Rebecca
 - Use this to support each race or individual events

- Determine what brands might pair well with events
 - Pitch to the brand why they should sponsor your event
 - Possibly get free things
 - Potential for interesting additional swag
 - Need to create individual pitches and follow up
 - Advertise for Sponsorship opportunities in Splitimes
- Non-Profit
 - Melissa Updated Non-Profit documentation
 - \$500 per year
 - Ineligible for 2 years
 - Posted to webpage

OLD BUSINESS:

- Tilden Hill Farm Trails - Verona
 - 12 miles of trails open for running, biking, camping
 - Discussion of possible camping, trail run, and brunch event
- Magnetic Bib Pins for swag - Linley
 - Pins Obtained and delivered to Melissa
 - Planning to sell for \$5 at SOS Pickup
- Sherrill Run Club
 - Reached out to us for more information about clubs in general, provided with some information
- Coz's Backyard Ultra
 - <https://ultrasignup.com/register.aspx?did=136170>
 - Rob Kapfer is directing and would like to promote
- Continue Virtual Attendance Discussion
 - Hybrid option
 - Percentage of in person in comparison virtual option
 - Virtual 2 times
 - Rebecca reported that her virtual attendance went well and taking the meeting minutes went well
 - Melissa motions to allow a board member to attend board meetings virtually up to 2 meetings a year with prior approval from the President. If a board member needs to attend more than 2 in a year that request must be approved ahead of time. 2nd James Kuny. Motion passes.
 - Motion for James Kuny to spend up to \$150 on equipment to support virtual meetings (video and audio) by Melissa. 2nd James Kuny. Motion passes.

NEW BUSINESS:

- **Ploggin** - Thursday April 16th - Brewery
 - Possibly packet pickup for SOS along with UR Tent
 - Flyer sent to Andy and Michelle
- **Urban Run Utica** - Thursday May 7th 6pm - Babes

- 4 mile run, pre-run stretch, shoe demo, and post run beer sampling
- Include as group event for 5a5?
 - Looking into any specials to go along with 5a5 theme
- Will promote the Sneaker Store shakeout run. Will encourage people to come check out our table at the expo and purchase some UR merch (cowbells, pins)

ANNOUNCEMENTS:

- Anything for the good of the order? None

Meeting adjourned at 8:01pm 1st J. Kuny 2nd A. Hartnett

Next Meeting: May 11, 2026 at 6:15 at Boilermaker Headquarters

Future meeting dates for 2026:

June 8, *July 13, August 10,

September 14, **October 12, November 9, December 14

*Boilermaker Monday

**Columbus Day