

Longboat Executive Meeting
Wednesday, April 5, 2017, 8 pm.
Minutes

1) Roll Call (alphabetically, by position)

- 1 Coaching Co-ordinator: Laura McLean (absent)
- 2 Communications Co-ordinator: Michael Moran
- 3 Past President: Roger Moss
- 4 President: Rob Hanks
- 5 Race Co-ordinator: Bert de Vries
- 6 Secretary: John MacMillan
- 7 Social Co-ordinator: Stephen Word
- 8 Treasurer: Bill Prest
- 9 Vice President: Trevor Kobe (absent)

George Hubbard

2) Approval of Agenda. Passed.

3) Approval of minutes from previous executive meeting, with changes. Passed.

4) Executive Reports and matters arising

Coaching Coordinator's Report (Laura)

No report.

Communications Coordinator's Report (Michael)

No report.

Past President's Report (Roger)

- Continuing to work on flying feather updates. Currently working through ATB results.
- Continuing to compile road race series standings for OMA.

President's Report (Rob)

- Chaired the March Members' Meeting, attended the Island Race Ctte meeting and attended Yoga for Runners
- Met with Carl Worrell of Cameron Helps about Team Unbreakable/ encouraging high school running. I suggested that some Team Unbreakable runners might like to join the Saturday fun run in the summer. Also, I have been in touch with Nils about me coaching the Team Unbreakable recruits at Central Tech. Team Unbreakable's 5k race is scheduled for June 11 in Coronation Park. e e-mails with Achilles tying up numerous loose ends from the Saint Patrick's Day 5k, including their offer to let us send an e-blast advertising the island Race to their e-mail list of 8000 names. (Context: Achilles had not answered previous e-mails from Bill and Sabrina about publicity or payment of our team entry fees into their race)
- Arranged year long plan with Canada Running Series so that their requests and incentives for Longboat volunteers are less ad hoc.
- Consulted with Jojo and Ted Thompson about Longboat sign for Settlement lobby. The project is in progress.

- Encouraged the 2016 audit committee to report to the June Members' Meeting (June 22, to be confirmed).
- In contact with Bob Nagle and Peter Pimm about recertifying the Island 10/5 km race distances. Contract to be confirmed.
- Received shipment of missing Sugoi men's singlets (9 small, 5 medium). I think need to order more mediums.
- Arranged 15% discount with the Runners' Shop for the day of the New Members' Brunch.
- Donated \$200.00 to Milton Regional hospital in honour of Ed Whitlock on behalf of the club (generally I dislike making executive decisions by e-mail, but in this case it was the only way to proceed in a timely manner between executive meetings).

Race Coordinator's Report (Bert)

Notes of the Island Race Committee Meeting, March 28, 2017

Present: Rob Hanks, Tony Fletcher, Mike Moran, Nancy Wells, Bill Prest, Bert de Vries

Regrets: Lynn Bourque, Sabrina Young, Tony Serwatuk, George Hubbard, Stephen Word

1. Awards & Prizes: It was decided that we will have an awards table in the awards area where age-category winners can pick up their awards. They will be recognized during the awards presentation, but not called up to the front. The overall winners (open and masters) in both the 5 km and 10 km races will be called up to receive their awards.
2. Medical Tent: The Executive has approved the spending of \$180.00 for a red 10' x 10' medical tent from Canadian Tire. The purchase will be carried out by Mike Moran, using a Canadian tire employee discount.
3. Duty Roster: Nancy Wells reported that the following have accepted captain's duties:
 Mike Durocher Finish Line water
 Allen Groome Cycling
 Timo Uuksulainen Finish Line
 Elizabeth de Vries Children's 1 mile Race
 Several other appointments are in the works.
4. Race Director (Site): A list of possible candidates was discussed with Bert agreeing to reach out to those on it.
5. Race Souvenir T-Shirt Design: By a majority vote the committee approved Heidi Mok's design C from the array presented by Sabrina.
6. Hand Cycle Participation: By a strong consensus, the committee agreed that hand cycles would not be permitted to participate in the Island Race. The principal reasons were the unsuitability of our course for such participation, and serious safety concerns.
7. Budget: By phone, Sabrina said that a budget proposal from her would be available by our Executive meeting on April 5.
8. Sunset Shuffle: We will hold Sunset Shuffle organization meetings separately from the Island Race meetings with a smaller group. Dates TBA

9. Course Measurement/Certification: Plans are in the works to remeasure our new-ish course with Peter Pimm as the professional. There has been a slight delay owing to the illness of Bob Nagle.

10. Competition for our Timing Contract: The committee felt that it would be prudent to accept bids for our timing contract from both Chiptime and Enfield timing to see if substantial savings are available.

11. Report from Sabrina who was unable to attend:

Registration

Registration to date: 206

10k – 110

5k – 60

Kids races – 36

Total revenue: \$9,220

This time last year the race was at 215 registered and revenue was at \$8625

I would recommend the next price increase to be the end of April, unless we hit our magical number of 300 before then.

Sponsorship

Quartet has confirmed for \$2500

Potential sponsorship – Stoked Oats – conference call with Simon Donato on Friday. They are excited to be a part of the event, but details to be confirmed.

One small setback, the race kits with Nuun fell through. The hunt for a new race 'bag' continues.

Advertising

Achilles to date has not issued their eblast and has not confirmed a date to deploy one. That is rather disappointing as eblasts to an event's database have a greater open rate immediately after the event.

Scheduled eblast with Get Out There and we're in discussion with CRS, Toronto Womens Race Series about inclusion in their email campaigns.

Enewsletter – scheduled to deploy first week of April. Content includes news about Pathways to Education, nuun and another call to action for registration.

Souvenir Shirts

Sent in a previous email are the drafts for souvenir shirts. Please make your choices and/or add your comments.

The cost for shirts, even with the additional 100 shirts for volunteers and club members is \$16,294.60. Looking at the budget from last year, \$15,000 was allocated and \$18,204.30 was spent. Even with my added 10% to costs (\$16,500), we're still under budget.

12. Next Meeting: Monday, April 24 at Bert's place at 6:30

13. Adjournment

Secretary's Report (John)

As reported at the recent Members' Meeting, our current membership is 137 (12 more than this time last year), of which 15 are new members.

Social Coordinator's Report (Stephen)

No report.

Treasurer's Report (Bill)

- Treasurer's preliminary report (monthly financial statements to distributed when ready.
- Attended LB March Race Committee meeting.
- Sent notice of change of LB officers (with signing authority) to the Government of Ontario. Hopefully they will update their records; then we can proceed with HST registration. Fingers crossed.
- Finishing preparations of 2016 financials for handover to Audit Committee.

Vice-President's Report (Trevor)

- Continue to liaise with new members re: complimentary singlets.
- Selling longboat logo's attire and building a bit of petty cash (< \$40).
- Participated in Sunday Longboat singlet run by wearing Longboat logo's attire (April 2nd).
- Ran Around The Bay Mar 26th.
- Attended and spoke/presented at quarterly Members meeting Mar 22nd

5) Race Budgets and Business 2017

NMB Bill Prest offered his laptop. Stephen will not be there. Volunteers needed to help. Prizes? Hats given out last year. Opportunity to reduce clothing inventory.

George and Sabrina prepared budgets for the Sunset Shuffle and Island Race, based on last year. Sunset Shuffle registration fee remains at \$30.

Motion to approve both budgets. Passed.

Rob recommended delaying a decision on the amount to donate to charities to later in the year. Bert said he was the first Race Director when Longboat took over the Sunset Shuffle years ago. Traditionally, all profits go to charity. No decision.

5b) Motion to approve \$1300 + HST to pay Peter Pimm to remeasure the Island 5 and 10 km races. (Required because the course has changed to reduce the grass portion. Good for 10 years.) Passed.

6) Committee for Sunset Shuffle. George said he would be available the day before and after the event. Bert would like registration opened mid April. Bill, Bert, Tony S., Stephen, Mike M, and George H. are on the committee.

7) Site Director for Island Race? Rob said that Bob Gazzale is available after June 1st. Tony Serwatak is getting the site permit.

8) Longboat Equipment

- Rob H. will proceed with ordering tattoos.
- The Club has run out men's medium singlets and women's small singlets from Sugoi. Cost is \$26.25 each. An order usually takes a few months to be delivered. Motion to approve 18 men's and 12 women's singlets. Passed.
- Motion to give Jojo a complementary small men's singlet, for his help in designing the club plaque for the lobby of USH. Passed.

9) Hall of Fame on Website

10) Other business and general discussion

- Bill P. wondered about some runners receiving a discount when registering for the the Island Race on line. He will check with Vencat, whose software the club uses.
- The Island races to be called the "Longboat Run".

11) Motion to adjourn at 9:00 pm.