

Executive Meeting
8 pm on Wednesday, June 19, 2019
University Settlement House
23 Grange St, Toronto
Proposed Minutes

1) Attendance

President: Martin Odendaal

Vice President: Bert DeVries

Treasurer: Bill Prest

Secretary: John MacMillan

Race Coordinator: George Hubbard

Coaching Coordinator: Michelle Clarke (absent)

Communications Coordinator: Stephen Word

Social Coordinator: Kathleen (Kat) Thompson

Past President: Rob Hanks

Heidi Sobol

8:04 pm meeting called to order.

1) Approval of Minutes of previous Exec Meeting. Passed.

2) Discussion of Reports (disseminated before the meeting)

Coaching Coordinator's Report (Michelle Clarke)

- I helped Kat with the women's social run.
- Updated long runs for Sundays.
- Still don't have email access - so can't communicate with new members. (Bill has reset the email account but I don't think it's attached to my gmail account (personal))

Communications Coordinator (Kathleen Thompson)

- Planned/attended Longboat women's brunch on June 1st
- Sent out invites for Stephen Walter nutrition seminar + Longboat Town Hall
- Attended track day
- Fielded e-mails that were sent to the Comms e-mail account re: Island Race + Sunset Shuffle

- Made the following simple changes to the Longboat website: Moved links to Island Race + Sunset Shuffle from 'About Longboat' sub-menu to the main menu (this way they're more prominent & easily accessible)
- Updated Community Partners page: removed Pathways & added Team Unbreakable, Warren Hostelton Tree Fund
- Removed the following pages from the menu: Longboat Gear, Magazines & Blogs, Race Results (*replaced this with a direct link to our Facebook page*)
- Removed the following 'widgets': Longboat Photo Album from 'About Longboat' page (this is outdated & wasn't being updated)
- Richard removed broken Facebook feed
- Attended Island Race Committee meeting on May 27

Past President's Report (Rob Hanks)

- Reorganized the locker with Mike Cho and Nils. Found the clock and "Big Bertha" (our megaphone), which were buried at the very back. The Chronomix timer remains missing (I did not expect to find it in the locker. I wonder if Mirwan has it?).
- Attended International Runners' Day at the Runners' Shop. Distributed Island Run Rack Cards and networked with New Balance people.
- Gave Island Run rack cards and surplus Island Run shirts to Too Tall tony for distribution at the Kids' Run for Nature.
- Attended Tom Longboat Run at Six Nations (with Stephen W, John M, Juliana, Timo, and Ana Judith). Distributed Island Run rack cards and surplus Island run shirts. Used up the last of our Longboat tattoos.
- Provided equipment for and attended the Team Unbreakable 5k. Distributed island Run Rack cards and made some volunteer contacts.
- Volunteered and participated in the Longboat Island track meet. Helped to recruit runners from the Runners Shop.
- Wrote many messages about the Island Run for Facebook and Instagram
- Created an advertisement for the Island Run in the Lulu Lemon virtual race bag.
- Put in application for Longboat Water table at Open Streets for August 18.
- Settled on supplier for our race shirt, Race Merchandise. They are our historical supplier. Out of three bids from suppliers, they had the lowest price and the most flexible conditions.

President's Report (Martin Odendaal)

- Support for track day
- Sign up Ekiden teams
- Support for town hall
- Attend race committee meeting

- Attend Stephen Walter talk

Race Coordinator's Report (George Hubbard)

- Attended all Executive Committee meetings
- Attended all Island Race Committee meetings (4 so far)
- Organized the 4th Race Committee meeting on May 27 at Tony Fletcher's house. Invited Martin and Kat T. to join the Committee Members for this meeting and on an ongoing basis
- Attended all Wednesday, Saturday and Sunday runs since our last meeting
- Staying in touch with the City of Toronto Parks and Recreation re the Sunset Shuffle and the Island
- Attended Nutrition Seminar by Stephen Walter on June 11
- Measured the LB Mile on the Rail Trail and attended the event to show start and finish and cheer the participants
- Passed on the additional funds for the Bob Nagle Memorial Tree Fund to Bill Prest (\$475) bringing the total available for the Warren Hoselton Tree Fund to over \$800, after the Tree is paid for.
- Did Site Visit to the new (larger) storage space - Tower Storage - for Longboat. It is very good; clean, well-managed...a family owned business
- Update: The NCCWMA 10k has been moved off Toronto Island. We are currently looking for a new site. Still need the 12 volunteers promised by LB to assist.

Secretary's Report (John MacMillan)

- Currently, we have 105 members - 11 new, 94 current (unchanged since the last meeting)
- Attended Race Committee Meeting on Monday, May 27
- Volunteered at Club Mile and 3000 m on Sunday, June 8
- Volunteered at Lululemon Toronto 10k on Saturday, June 15

Social Coordinator's Report (Stephen Word)

- Worked with Kat on Stephen Walter's nutrition talk invite
- Worked with Kat and Heidi on Town Hall invite
- Attended Stephen Walter's nutrition talk

Treasurer's Report (Bill Prest)

- Please see the attached financial statements.
- I set up the bank account configuration in Race Roster so that funds would transfer. Some challenges there.

Longboat Roadrunners

Balance Sheet

May 31, 2019 with comparative figures for previous year

| | 2019 | 2018 |
|------------------------------------|----------------------------|----------------------------|
| Assets | | |
| Current Assets | | |
| TD Bank | 28,897.56 | 37,320.29 |
| Race Roster/Online Registration | 3,904.15 | 11,237.50 |
| Stripe/Paypal | 2,988.25 | 3,327.86 |
| Inventory - ferry tickets | 464.24 | 1,023.00 |
| Inventory | <u>3,095.50</u> | <u>3,212.50</u> |
| | 39,349.70 | 56,121.15 |
| | | |
| Tangible Capital Assets | <u>10,932.74</u> | <u>10,707.87</u> |
| | | |
| Total Assets | <u>\$ 50,282.44</u> | <u>\$ 66,829.02</u> |
| | | |
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable (exc Treas & HST) | 1,575.00 | |
| Tree fund (held in trust) | 820.00 | |
| Loan from Treasurer | 711.51 | 1,996.89 |
| HST Payable | <u>439.52</u> | <u>1,438.34</u> |
| | | |
| Total Liabilities | 3,546.03 | 3,435.23 |
| | | |
| Members Equity (Retained Earnings) | 60,163.29 | 50,982.44 |
| Net Income (negative is a loss) | - 13,426.88 | 12,411.35 |
| Total Members Equity | 46,736.41 | 63,393.79 |
| | | |
| Total Liabilities & Members Equity | <u>50,282.44</u> | <u>66,829.02</u> |

- Mailed deposits for food service catering for the Island Race and Sunset Shuffle.
- Based on the decision by the Executive regarding the Training Peaks coaching program, I closed the account.

Longboat Roadrunners

Statement of Income and Expenses

Month ended May 31, 2019

| | 2019 | 2018 |
|--------------------------|-------------------------|-------------------------|
| Revenue | | |
| Island Race | 3,455.00 | 10,790.00 |
| Sunset Shuffle | 23.70 | |
| Social Events | 4,170.00 | 7,458.51 |
| Coaching | 2,700.00 | 3,750.00 |
| Clothing | - | 180.00 |
| Membership | <u>5,156.50</u> | <u>6,643.40</u> |
| Total Revenue | 15,505.20 | 28,821.91 |
| Expenses | | |
| Island Race | 11,962.26 | 2,279.88 |
| Sunset Shuffle | 2,137.18 | - |
| Meetings | 415.73 | 441.19 |
| X-Country/Affiliation | 395.50 | 395.50 |
| Social Events | 6,235.52 | 7,600.28 |
| Transportation | | 533.93 |
| Clothing/Equipment | | 45.19 |
| Coaching | 323.09 | |
| Directors Insurance | 945.00 | 761.40 |
| Bank Charges | 673.55 | 263.31 |
| Club Awards | 2,616.25 | 2,045.36 |
| Website | 3,034.62 | 2,027.48 |
| Education & Seminars | 170.00 | - |
| Administration | 23.38 | 17.04 |
| Donations - Race | - | - |
| Donations - Non-Race | - | - |
| Total Expenses | <u>28,932.08</u> | <u>16,410.56</u> |
| Surplus (Deficit) | - 13,426.88 | 12,411.35 |

Vice-President's Report (Bert DeVries)

- I have written two articles for the next newsletter, one of which Kat has.
- I helped organize the first track day, incorporating the new Rail Trail Mile, which I think will be something we do again.
- I've continued to compile Club Race Results and maintain a page for each member's performances.

3) Heidi Sobol. Invited by Kathleen Thompson to speak about ways to increase Membership. Athena and Clydesdale designations based on weight, not age. One could compete by age or weight. Should Longboat adopt them? Usually, there are four groups: Athena under 40 years old and over, and Clydesdale under 40 years old and over. BIRT The Club offer Athena and Clydesdale categories in the 2020 Races. Passed.

4) Race feedback (George, Rob): Sunset Shuffle and Island Race (issues not covered in the report?) George reported that the City has closed all the roads on the Island until August 1st. The Shuffle is one week later. Three alternative routes are not yet approved. However, the water allegedly is receding, which is a helpful sign. Rob suggested holding it a week later next year. 120 have registered so far. The capacity is 320. The Race Committee meets July 2nd.

5) Longboat membership: Participation and getting new members (Martin). 9 or 10 have expressed interest participating at the Town Hall. There was general agreement the club should promote Membership, and offer a reduced rate for joining later in the year. It would be helpful to designate Wednesday pace groups, so no one is left on their own especially in winter when it's dark out. Have a table for signing up for Longboat membership at the Sunset Shuffle and Island Race. Discussion tabled.

6) Outstanding issues with upcoming events (e.g. Town Hall, Ekiden, 2nd track day, members' meeting,, summer BBQ, Open Streets, Pop up table on Canada Day to advertise the Island Run).

- Heidi Mok leading the Town Hall.
- 26 people have responded to the Code of Conduct survey.
- Ekiden. Rob's brother running. Two teams from Longboat participating and entry fees covered at \$60/team.
- Track Day. 2,000 and 5,000 m races. Consensus to invite other running clubs.
- Application for Open Streets on Sunday, August 18. Vehicle needed to transport big tent, etc. to Bloor and Spadina. Runners Shop also wants a table.

- Canada Day booth. Help promote Shuffle. Set up 9-10 am, and take down around 1 pm. Stephen and maybe Martin to help Rob.

7) Coaching and TrainingPeaks

TrainingPeaks account closed.

8) Other business/ general

- \$100 cheque for Stephen Walter approved.
- Motion for a Letter in support of extending the Bloor Bike lanes westward. Passed.
- George recommended the Club replace the current locker (rented until the end of January) with a more spacious one in a different location, for a modest increase in cost.
- Do we order more tattoos? Yes, delegated to Trevor.

Note: Next Members Meeting on Wednesday, July 10.

9) Date of next Executive meeting July 17.

10) Motion to Adjourn at 9:04 pm.