

Minutes – July 15, 2020 – Confirmed on August 19, 2020

Longboat Roadrunners Executive Meeting Minutes
Wednesday, July 15, 2020 – 8:00 p.m.
Via Google Hangouts

Attendance:

President: Martin Odendaal
Vice President: Jowenne (Jojo) Herrera
Treasurer: Bill Prest
Secretary: Sylwia Przewdziecki
Race Coordinator: George Hubbard
Coaching Coordinator: Steve Metzger
Communications Coordinator: Kathleen Thompson
Social Coordinator: Debra Kobe
Past President: Bert de Vries

1. Welcome + Tom Longboat acknowledgement + attendance

At 8:03 p.m., Martin called the meeting to order.

Steve presented the Tom Longboat acknowledgment:

As Longboat Roadrunners, we run to honour the spirit of Onondaga runner Tom Longboat; a member of the Six Nations of the Grand River, Canadian soldier, and Boston Marathon champion.

Members of the Executive Board thanked outgoing President, Martin Odendaal, and wished him the best in his future endeavours.

2. June minutes

The Executive adopted the Minutes of the meeting held on Wednesday, June 10, 2020.

3. Proposed track session

Steve set out a proposal for organizing a track event at Central Tech, which is available from 6:00 p.m. to 10:00 p.m. nightly for public use, once the City enters into Stage 3 of the Provincial re-opening, and gatherings of more than 10 people will be permitted, tentatively on August 12.

The event will comprise shorter track races (400-800 m) with 3-4 people on track at a time.

The members discussed how the start could be organized to keep everyone in their separate lanes (and not have everyone go in the same lane). Bert will research the start markings.

4. Website update

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Martin provided an update on the website, having incorporated the suggestions made by members of the Executive Board.

Martin advised that he would stay involved with the site for a period of time for continuity and would retain administrative rights, but that someone else should have administrative rights.

It was agreed that there is a need for a limited number of administrators and a possibly larger number of editors.

George advised that club member Mike Durocher expressed interest in being involved with the site.

The new site will soon be ported over and be publicly accessible.

It was agreed that the club membership should be advised when the new website is up, and be invited to submit feedback, suggestions, and photos.

Martin will advise when the new website will be available, at which point a Facebook post can be published, inviting club members to check it out.

5. Longboat Kit

Jojo announced the results of the Longboat Kit Survey (Attachment 1).

The winning designs were:

1. Magnet Performance Half-Zip
2. Cardinal Athletics Jacket
3. Logo buff

The Executive Members voted not to include a vest.

George shared the pricing he received for the buff:

On an order of 100, with a 2-colour print process, \$8.34/buff, exclusive of tax.

It was agreed that the next step was to confirm quantities and pricing of the clothing items. If samples could be ready for the track event, it could be an opportunity to generate some orders. It was agreed that there would be an electronic order form for the clothing items.

6. Hand-over process

The Executive Board members discussed the hand-over process resulting from the departure of the Club President, Martin Odendaal, and the transfer of duties to the Vice-President, Jowenne (Jojo) Herrera.

7. Other Issues

Financials

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Bill provided an update on the financials (Attachments 2 and 3)

Bill confirmed that the insurance costs for the Island Race cannot be recouped.

Cross-country championship

The members discussed the possibility of holding the cross-country race on September 9 or 16, if the state of Provincial re-opening allows it, and considered options for providing refreshments afterward.

Communication with club membership

It was agreed that once there is more certainty around the Provincial re-opening, an email would be sent to the club membership to share some ideas and outline some of the activities that the Board has been thinking about and planning.

Trackie.me

It was determined that the Cross-country race is the only event where the Club interacts with Trackie.

Bert will follow up with Masters cross-country to find out if there are any changes that we need to be aware of.

8. Virtual Pizza

Still hot and delicious but getting lonelier.

9. Adjourn

At 9:16 p.m., the meeting was adjourned

ATTACHMENTS

1. Longboat Kit Survey
2. Longboat Roadrunners Balance Sheet (To June 30, 2020)
3. Longboat Roadrunners Statement of Income and Expenses (to June 30, 2020)
4. Agenda – July 15, 2020

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Attachment 1

HALF ZIP

1



2



3



4



A) Half Zip - Please only choose one per above options *

1. (Black) Performance Half Zip - \$80
2. (Grey) Performance Half Zip - \$80
3. (Magnet) Performance Half Zip - \$80
4. (Grey & Cardinal Stripe) Athletics Half Zip - \$85

B) New Balance Training Jacket Options

TRAINING JACKET

1



2



3



B) Training Jacket - Please only choose one per above options *

1. (Black) Knit Training Jacket - \$85

2. (Cardinal) Athletics Jacket - \$90

3. (Black) Athletics Jacket - \$90

C) Louis Garneau Vest

VEST



C) Would you like a vest too? *

Yes - (Grey & Black) Nova 2 Cycling Vest - \$65

No

D) Buff - Neck Warmer

BUFF



D) Would you like a buff / neck warmer too? *

Yes - (White) Buff - \$ TBD

No

Attachment 2

Longboat Roadrunners
Balance Sheet

June 30, 2020 with comparative figures for previous year

	2020	2019
Assets		
Current Assets		
TD Bank	47,117.27	65,314.87
Race Roster/Online Registration Stripe/Paypal	58.38	2,629.10
Petty Cash	5.00	
Inventory - ferry tickets	234.24	464.24
Inventory	2,808.00	<u>3,095.50</u>
HST receivable	<u>210.76</u>	
	50,433.65	71,503.71
Tangible Capital Assets	8,746.74	<u>10,932.74</u>
Total Assets	<u>59,180.39</u>	<u>82,436.45</u>
Liabilities		
Accounts Payable (exc Treas & HST)	100.00	1,575.00
Unearned Revenue	480.00	1,295.00
Loan from Treasurer	195.66	167.62
HST Payable		<u>3,858.53</u>
Total Liabilities	775.66	6,896.15
Members Equity (Retained Earnings)	62,304.61	60,163.29
Net Income (negative is a loss)	- 3,899.88	<u>15,377.01</u>
Total Members Equity	58,404.73	75,540.30
Total Liabilities & Members Equity June 30	<u>59,180.39</u>	<u>82,436.45</u>

Attachment 3

Longboat Roadrunners
Statement of Income and Expenses

Month ended June 30, 2020	2020	2019
Revenue		
Island Race		27,794.58
Sunset Shuffle		4,770.00
Social Events	2,215.00	4,170.00
Coaching	1,575.00	2,700.00
Clothing	60.00	-
Membership	3,933.90	<u>5,276.50</u>
Other	<u>150.00</u>	
Total Revenue	7,933.90	44,711.08
Expenses		
Island Race	3,365.00	12,048.84
Sunset Shuffle	15.99	2,137.18
Meetings	112.80	382.34
X-Country/Affiliation	395.50	395.50
Race subsidies		
Social Events	3,700.00	5,985.52
Transportation		
Clothing/Equipment	145.00	
Coaching		406.62
Directors Insurance	964.44	945.00
Bank Charges	177.18	766.45
Club Awards	2,247.21	2,616.25
Website	692.26	3,460.37
Education & Seminars		170.00
Administration	18.40	20.00
Donations - Race	-	-
Donations - Non-Race	-	-
Total Expenses	11,833.78	29,334.07
Surplus (Deficit)	- 3,899.88	15,377.01

Attachment 4

Agenda – July 15, 2020

1. Welcome + Tom Longboat acknowledgement
2. Accept minutes from June
3. Proposed track session: Steve
4. Feedback on website: Martin
5. Longboat kit: Jojo
6. Handover process: Martin
7. Other issues (AO and trackie.me account)
8. Virtual pizza
9. Adjourn