

Longboat Quarterly Members Meeting
University Settlement House
April 10, 2019, 8 pm
Minutes

1) Attendance

Current 2019 Executive

- 1 Coaching Co-ordinator: Michele Clarke (absent)
- 2 Communications Co-ordinator: (vacant)
- 3 Past President: Rob Hanks
- 4 President: (vacant)
- 5 Race Co-ordinator: George Hubbard
- 6 Secretary: John MacMillan
- 7 Social Co-ordinator: Kathleen (Kat) Thompson
- 8 Treasurer: Bill Prest
- 9 Vice President: Martin Odendaal

Members Present, in alphabetical order (Richard Bailey, Don Banks, Julia Barnes, Mike Bedley, Yuri Benyaminov, Andrew Brownbill, Michael Cho, Kathleen Cranmer, Bert DeVries, Robert Gazzale, Allen Groome, Tory Hoff, George Hubbard, Debra Kobe, Trevor Kobe, Christine Loch, John MacMillan, Rob Madej, Heidi Mok, Martin Odendaal, Jean-Emile Paraiso, Claire Prest, Katharine (Kat) Thompson, William Prest, Ian Ramsay, Jim Rawling, Gerardo Reyes, Kandace Ryckman, Coby Stoller, Maria Weber, Nancy Wells, Stephen Word)

- 1) Past President Rob Hanks called the meeting to order about 8:05 pm. 32 members present, including Executive (25 required for quorum).

2) Motion to Approve Agenda. Approved.

3) Motion to approve the minutes of 2018 October Members Meeting, sent by email. Passed.

4) Board Reports and Questions

Coaching Coordinator's Report (Michelle Clarke)

- I have been away and am still away in Atlanta for work. Next week I'm also away for work.
- I have lost access to email and need to get that fixed. Kat sent me a document.
- New members have been contacted when they have signed up.
- I have to get an updated list of 2019 athletes who are taking coaches since now membership sign up has been updated.

Communication Coordinator's Report

No report.

Past President's Report (Rob Hanks)

- Attended all executive and race committee meetings.

- Liaison between complainants and Board/Membership Review Committee during recent complaint process
- Volunteered at New Member's Relay
- MC at New Member's Brunch
- Research for possible Code of Conduct
- Working as Race Director for Island Run. Major items at time of this report: Agreement in Principle for the Runners' Shop and Quartet to return as sponsors. New charities for Island Run, Team Unbreakable and Warren Hoselton Tree Fund, are on board. Medal design in progress; the Registration system for the Island Run is a work in progress.
- Relevant personal news: my wife Nicole is making a steady recovery from her recent surgery and her condition looks very hopeful.

Race Coordinator's Report (George Hubbard)

- Attended all Executive meetings
- Attended all Island Race Committee meetings (2 so far)
- Organized a 3rd Race Committee meeting this coming Monday, April 15 at 6:15 pm at Nancy Wells' place - If you have an interest to be on the Committee, please join us - I can give you more information
- Attended New Members' Brunch
- Collected funds for the Bob Nagle Memorial Tree Fund
- Sourced a new BBQ vendor for the Island Race and Sunset Shuffle
- Sourced a possible new (larger) storage space for Longboat - given our current one is too small/full
- Volunteered at the Race Roster Spring Run-off 8k Race

Secretary's Report (John MacMillan)

- I am learning how to use the new Registration Software. As of April 10, we have 85 Members (78 renewals, and 7 new). Renewal reminders have been sent.
- Attended all Executive Meetings
- Attended the Island Race Committee Meeting #2 on March 7
- Attended the Ontario Masters Athletics AGM on March 17
- Participated in the New Members Brunch Relay on March 30 and took photos at the Brunch
- Took photos at Around the Bay 5k and 30k races on March 31
- Volunteered at the Race Roster Spring Run-off 8k Race on April 6

Social Coordinator's Report

- Organized New Members Brunch on Saturday, March 30th at the Brazen Head (thanks again to Rob H. for MC'ing)
- Reached out to Stephen Walter re: giving another nutrition seminar to the club in early June (tentative date: June 11th)
- Volunteer duty at the Spring Run Off with George - thanks for organizing
- Took over management of social media accounts (Instagram, Twitter) from Jane

Treasurer's Report (Bill Prest)

- Please see the attached finances to the end of March. As you can see membership/coaching revenue is down and the club has had early race expenses, the largest of which was insurance.

- I spent much of the last month consolidating website access control under one person, me. I can now access all the websites and e-mail accounts. Whether I can read e-mail in other accounts is another matter. Hopefully not.
- DONATIONS: I propose moving all donations to November when we will have a better idea of how the year went. The Executive can then decide to whom we will donate and how much and can announce the decision at the AGM.
- Keith is still working on getting the reports that I need with less effort.

Vice-President's Report (Martin Odendaal)

- Attended Executive meetings
- Support on formal complaint, MRC coordination and communication

5) Board Elections: Due to recent resignations, the positions of President and Communication Coordinator have become vacant. To fill these positions, Martin and Kat have agreed to switch spots, potentially creating openings for the positions of Vice-President and Social Coordinator. Under Clause 6-5 of the Constitution, the following people are thus willing to stand for election in the following positions:

President: Martin Odendaal (currently VP)

Vice-President: Bert De Vries

Communications Coordinator: Kathleen Thompson (currently Social Coordinator)

Social Coordinator: Stephen Word

Other club members who wish to do so may step forward for election for any of these positions.

The candidates were acclaimed.

6) Treasurers' Annual Financial Statement for 2018 - See Appendix A Financial Statements

We ended the year with a surplus which puts our finances roughly where they were when I took over as Treasurer in January 2016 and after a challenging year in 2017. Recovering HST expenses has helped considerably. My proposal for 2019 is to decide on donations in November when we have a clearer picture of club finances.

7) Election of Auditors for 2018 (three members required) Trevor Kobe, Jim Rawling, Yuri Benyaminov. Motion passed to elect them.

8) Election of the Membership Review Committee (five members required) Tori Hoff, Donald Banks, Claire Prest, Nancy Wells, Allen Groome. Motion passed to elect them.

9) Do we need a formal Code of Conduct? The current constitution has short, general phrases such as the club shall promote "sportsmanship" and activities conducive to the "fellowship of running", but do we need a more formal Code of Conduct (which could be appended to the constitution). If we choose the later route, we could adapt an existing Code of Conduct to our needs, such as that of Athletics Ontario: http://athleticsontario.ca/wp-content/uploads/2013/06/Code_of_Conduct.pdf

BIRT the club create a committee to investigate and draft a Code of Conduct. Passed. Sandra Tam and Julia Barnes, Bob Gazelle, and Allen Groome were elected.

10) Other business and general discussion

George said that \$800 has been raised for the Bob Nagle Memorial Tree, to be planted in High Park or Sunnybrook Park. It will have a 2x4" plaque, tentatively worded "In loving memory of Bob Nagle - Metro Toronto Fitness Club and Longboat Roadrunners". There is a 120 character limit. Additional donations will support the Island Tree Fund,

Consider adding a statement recognizing the ancestral aboriginal land and another to honour Tom Longboat. When should it be used? BIRT that Robert (Bob) Gazzale, Stephen Word and John MacMillan investigate.

Track dates? June 8 and July 6.

Bert offered to write an article about the 3 women (Michele Clarke, Susan Stone, Maria Weber) from Longboat who participated at the recent World Indoor Track and Field Championships in Poland, and post it on the website,

There was a general discussion about ways the Club could be more welcoming to women. Kandace Ryckman suggested a child-friendly Town Hall Meeting, open to all, for brainstorming ideas.

11) Announcements

Tentatively June 11 for a session with Stephen Walter.

Rob Hanks offered to pin important dates on the Club Facebook page.

12) Motion to Adjourn at 9:08 pm.

Appendix A Financial Statements

LONGBOAT ROADRUNNERS

Balance Sheet

December 31, 2018 with comparative figures for previous year
(Unaudited)

	2018	2017
Assets		
Current assets		
Cash	\$ 54,419	\$ 42,986
Inventory	3,560	4,235
Prepaid expenses	-	396
	57,979	47,617
Tangible capital assets (note)	10,933	10,708
Total Assets	\$ 68,912	\$ 58,325
Liabilities		
Current liabilities		
Accounts Payable	\$ 5,754	\$ 5,723
HST Payable	2,995	1,570
Unearned revenue	-	50
	8,749	7,343
Members' equity		
Members Equity	60,163	50,982
	60,163	50,982
Total Liabilities and Members Equity	\$ 68,912	\$ 58,325

LONGBOAT ROADRUNNERS

Statement of Revenue and Expenses and Members Equity

Year ended December 31, 2018 with comparative figures for 2017
(Unaudited)

	2018	2017
Revenue		
Island Race	\$ 74,986	\$ 72,185
Sunset Shuffle	9,827	9,172
Social Activities	5,864	6,916
Coaching	4,050	2,200
Clothing	180	410
Membership	7,573	6,231
	102,480	97,114
Cost of Sales		
Cost of clothing sold	117	1,375
	117	1,375
	102,363	95,739
Expenses		
Island Race Expenses	52,602	63,168
Sunset Shuffle Expenses	5,339	4,182
X-Country/Affiliation	2,512	2,355
Clothing/Equipment	2,163	1,185
Social Events (AGM, Awards, Administration	8,637	9,905
Education & Seminars	4,575	4,770
Coaching	-	75
Club Awards	5,148	6,147
Donations - Race	2,045	1,910
Donations - Non-Race	5,689	4,500
Transportation	4,000	4,850
	472	473
	93,182	103,521
Projected Surplus (Deficit) for the year	9,181	(7,782)
Members Equity, beginning of year	50,982	58,764
Members Equity, end of year	\$ 60,163	\$ 50,982

LONGBOAT ROADRUNNERS

Notes to Financial Statements

Year ended December 31, 2018
(Unaudited)

Below is the breakdown of some items from the Balance Sheet and the Income Statement :

INVENTORY \$3,560

Clothing	3,096
Ferry Tickets	464

ACCOUNTS PAYABLE \$5,754

Donation - Sunset Shuffle proceeds (START2FINISH)	4,000
Donation - Island Race Registrations (START2FINISH)	199
Owed to Treasurer	1,555

NON-RACE DONATIONS \$4,000

University Settlement	3,000
West End YMCA	1,000

ADMINISTRATION \$ 4,575

Locker Rental	2,256
Meetings	1,035
Insurance for Directors	761
Bank Charges	472
Website	27
Office Supplies	24