

Minutes – January 21, 2021

Minutes
Longboat Roadrunners Executive Meeting Minutes
Thursday, January 21, 2021 – 8:00 p.m.
Via Zoom

Attendance:

President: Jowenne (Jojo) Herrera
Vice President: Jessica Rode
Treasurer: Bill Prest
Secretary: Geneva Calder
Race Coordinator: George Hubbard
Coaching Coordinator: Steve Metzger
Communications Coordinator: Kathleen Thompson
Past President: Bert de Vries

Absent:

Social Coordinator: Debra Kobe

1 Welcome & Tom Longboat Acknowledgement

At 8:04 p.m., Jowenne Herrera called the meeting to order.

We want to work with the new normal – uncertainty of what the next month will bring re:COVID-19

Jowenne 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.

2 Approval of November 2020 Minutes

Addition to November notes: Other business section – Sunset Shuffle and Island Race – applications have been completed and received by Stacey Babb, our liaison with the City of Toronto

The Board adopted the Minutes of the 2020 November Executive meeting, amended to correct the Other business section – Sunset Shuffle and Island Race – applications have been completed and received by Stacey Babb, our liaison with the City of Toronto

Motion to adopt minutes as amended moved by Bert, seconded by Steve (Carried)

3 2021 Longboat Super Series

Steve reported there are currently 17 registrants, most for all three races. With the deadline coming tomorrow, Kathleen will send out a final reminder email to get stragglers to register. Steve will also be creating some sample route maps that people can try for their virtual runs.

George reported he is getting feedback that some people aren't ready to commit yet – wonders if we should mention we will offer later deadlines for 8km and 10km races

There was an agreement that new deadlines will be introduced for the second and third race, closer to their dates. There will be a generic training plan that goes with the Super Series – mini peaks and then a final peak with the 10km – if things are going really well, a 20km race may be added to the Series

Bert confirmed the virtual races will not count for any Club records as they are not accurately measured routes.

Steve will continue doing weekly emails with training plans – only people being coached will be receiving these – and coaches can choose whether to follow closely or to modify for individual athletes

Jowenne inquired about the status of payment and honourariums for coaches this year, and George confirmed it was \$100 per person last year, which was already approved in the budget in the previous year

Steve will send numbers and amounts to Bill. These payments are usually paid out at the end of the year
Jowenne will play with setting up a webpage for the Super Series to help generate healthy competition – George cautioned we need to be careful not to send people to too many places. It was agreed we need to continue to use Facebook in conjunction with email to ensure everyone gets all information, at least once

4 Club Business Arriving

Jowenne mentioned that Membership was at 88 registered in 2020 before the AGM. We average approximately 100 – it will be interesting to see what the uptick will be for 2021. Hopefully will get more traffic with promoting the series. 45 people have renewed for 2021 so far – this is encouraging
George reminded the group that we need to grandfather in anyone who registered late last year
Jessica asked if the Club counts on membership revenue and if we can do messaging around renewing in a charitable way.

Bill and George confirmed that we do generate revenue from our membership, however George emphasized that it is not a revenue-maker for the Club – just a way to break even.

Kathleen raised the point that the Club is pretty low on the search results when you search Toronto running club

Jowenne will look into playing with the Google Analytics of our website to improve this.

There was general discussion about the importance of Club events and general races for recruiting new members and for keeping value high for our members.

Jowenne raised the idea of having monthly virtual drop-in sessions – reasoned this could be a way to tie in more formalized speakers, sessions. We can start planning a series of these – let's plan one for the end of this month to get the ball rolling.

Steve mentioned that Michelle and her RMT are confirmed as speakers for future sessions – one will be physical and one more information-based. Could use Facebook live

On the topic of virtual gatherings, George also raised Kathleen's idea about having a virtual new members' brunch, and other ideas were raised regarding scavenger hunts, highlighting stories and the history of our club to keep the voice alive of who we are and what we are about

George raised the point that the Board needs to think about who else can help the executive members with these tasks and how we can delegate these activities. Perhaps holding a contest of some sort to get people engaged and involved

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George to develop a schedule for these monthly activities – will look to make them consistent time of the week, will see if RMT is available within the next week

Jowenne raised the fact that the Club needs to make a decision on the donations for the YMCA and University Settlement House – though we have no official contract, we maintain a partnership between non-profits, paying West End Y \$1000 per year and the University Settlement House \$3000/year.

George said he thinks it will be a mistake if we don't give same amount – they (the YMCA) have consistently given us such a good deal. We wouldn't get this kind of deal anywhere else

Bill asked, what about next year?

Motion to restore funding for University Settlement and West End YMCA at the current levels of \$3000 and \$1000, respectively for 2020 moved by George. Seconded by Bert. (Carried)

Jowenne agreed we will need to revisit these payments by the end of 2021

Jowenne also mentioned we are looking at holding hybrid club awards – combining 2020 and 2021 for early 2021. Also the hall of fame awards, which ideally should be in person.

Kat raised that there are 15-16 club uniform orders, with a deadline by the end of January. The buff price has just skyrocketed and minimum quantity is quite high.

Jowenne will keep Bill and Kat updated on order status and George on the status of buffs. Need to determine if equipment will be delivered or have people pick it up from a central location

5 2021 Financials

Bill – Instead of \$7000 we're now at \$16,000 deficit – added on coaches' payments and donations. Not sustainable in the long run. We will not pay for insurance unless if and when races happen this year (\$3000 potentially saved)

Jessica asked to confirm about our equity sources. Our Members' equity is in the form of equipment and cash

Jowenne mentioned we really need to dot our I's and cross our t's this year – need to be careful with cost this year.

Bill cautioned we need to remember we need money in the bank upfront to fund races.

6 Other Business

George - no meetings for the Island Race for now – it would be a waste of time at this point in time

Jowenne mentioned one of the topics for the virtual sessions could be resilience and mental health, as it could be beneficial to club members

George has a professor at UofT who could be available to do this

George – are we going to offer any kind of honourarium for speakers? Decided to talk offline about this – Bill to rejig 2021 budget

Steve mentioned we need to pass a budget at the next meeting

Action items:

Promoting Super Series

Should plan for mid-March members' meeting. Need quorum for anything to be voted on

7 Adjournment

Motion to adjourn by Jowenne, seconded by Steve

At 9:27 p.m., the meeting was adjourned.

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ATTACHMENTS:

1. Balance Sheet ending December 31, 2020
2. Statement of income and expenses ending December 31, 2020
3. Longboat Executive Agenda January 21, 2021

Longboat Roadrunners

Balance Sheet
Month ending December 31, 2020

NOTE: This statement does not include coaching honorariums
for 2020

	2020
Assets	
Current Assets	
TD Bank	43,332.81
Stripe/Paypal/Deposits	1,402.67
Petty Cash	5.00
HST Receivable	725.26
Inventory - ferry tickets	234.24
Inventory - clothing	2,808.00
	48,507.98
Equipment	<u>8,746.74</u>
Total Assets	<u>57,254.72</u>
Liabilities	
Accounts Payable (exc Treas & HST)	100.00
Unearned Revenue	540.00
Funds held in trust (clothing)	1,198.30
Loan from Treasurer	332.73
HST Payable	
Total Liabilities	2,171.03
Members Equity (Accumulated Net Income)	62,304.61
Net Income (negative is a loss)	<u>(7,220.92)</u>
Total Members Equity	55,083.69
Total Liabilities & Members Equity December 31	<u>57,254.72</u>

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Statement of Income and Expenses

Month ending December 31, 2020

NOTE: This statement does not include coaching honorariums for 2020

Revenue	2020
Island Race	
Sunset Shuffle	
Social Events	2,215.00
Coaching	1,875.00
Clothing	60.00
Membership	4,868.90
Other	150.00
Total Revenue	<u>9,168.90</u>
Cost of Clothing Sold	145.00
Expenses	
Island Race	3,349.01
Sunset Shuffle	15.99
Meetings	112.80
Affiliation fee	395.50
Race subsidies	
Social Events	3,804.28
Clothing/Equipment	-
Coaching	
Directors Insurance	964.44
Bank Charges/Gratuities	230.31
Club Awards	2,308.25
Website	1,812.28
Education & Seminars	100.00
Administration	36.80
Locker	2,955.16
Donations - Race	160.00
Donations - Non-Race	
Total Expenses	<u>16,244.82</u>
Surplus (Deficit)	<u>(7,220.92)</u>

