

Minutes – February 17, 2021

Minutes
Longboat Roadrunners Executive Meeting Minutes
Wednesday, February 17, 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
Social Coordinator: Debra Kobe

Absent:

1 Welcome & Tom Longboat Acknowledgement

At 8:06 p.m., Jowenne Herrera called the meeting to order.

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 January 2021 Minutes

Motion to adopt minutes moved by Bert, seconded by George (Carried)
The Board adopted the Minutes of the 2021 January Executive meeting.

3 2021 Club Activities

Longboat Super Series and Longboat Connects are our two ongoing activities
Steve - First race is complete. We are assuming the March 20th 8km race will also be virtual due to gathering limits. We will start advertising to see who else would like to sign up. Had 17 runners for first race, 22 people signed up in total so far
Steve will create routes for the next virtual race
Michelle Clarke led last week's Longboat Connects workshop - next week's session will be with Dr. Joordens (UTSC) - he will be covering how our bodies are reacting to the stress of COVID-19
George - We got good feedback on the session - Michelle seemed satisfied. Spoke with Stephen Walter on importance of not speaking about same types of thing from different angles, provided Michelle's content to Stephen for review

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Bill - asked to have a list of session presenters sent to him to start processing honoraria. He can make out cheques ahead of time and then will send them off

George - will contact Steve Joordens to tell him more about the club so that the presentation may be customized a bit

Jojo - the plan is to get promotions out by the weekend. Will update the poster with a short bio of Steve Joordens and include in the calendar what the next session will be, as well as the link to the recording of Michelle's workout to members only (via email, not Facebook)

Virtual New Members' Brunch - need to talk about what this will look like so that we can brief Karla del Grande. We will follow up with Michelle's RMT for the content of his session at a later date

Jojo - would be great to have a small committee for the New Members' Brunch - possibly Jessica and Jojo. Will work with Geneva to pull members' names. Date is Sunday, March 28th

Committee will jumpstart ideas over the next week and will make decisions online before next Board meeting to confirm marketing and promotions

George - would like to be on the committee too. We should hold some kind of members' meeting, state of the union at the same time as the brunch

Jojo - word is spreading among other clubs about our virtual engagement initiatives as well. A good opportunity to promote the club and entice new members

Questions have been raised about members from other clubs wanting to join - Bert confirmed the constitution states they must wear Longboat colours when they race if they are to become official Longboat members

We may revisit constitution to change membership rules if this becomes a bigger thing, but current belief is this is a slippery slope to breaking down club's integrity if people can be half in

Jojo - virtual race series exclusive for members as a benefit for paid members

Steve - caveat that there is a possibility if May event is in person to invite others

4 Club Business Arising

Jojo - 2021 Membership renewal count to be confirmed once secretary transition is complete and we can access CiviCRM again

Kathleen - Wordpress and CiviCRM need to be fixed - accounts are currently mapped to the wrong users. Not sure if there is an extra cost to this

Jojo - We have two options for this - Jojo will touch base with other Board that has a WordPress guru - offline, Geneva, Kat and Bill will receive follow up on what Jojo finds out

Bill will take a look at Stripe to see what payments have come through

Jojo - with LB Board members being members of Athletics Ontario or Ontario Masters Association, our club is now covered for the year instead of needing to pay for full club

Bill - individual members will not be covered by this unless they are members of Athletics Ontario.

Coverage will kick in April 1st

Bill to draft up a short email for the rest of the Board as a reminder to become a member in late March

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Jojo spoke with New Balance - we had 17 total orders. Slight tweaks to graphics, orders are with New Balance and production will be taking place over next three weeks. Orders should be complete by early-to-mid-March, two options for delivery.

- Option 1: deliver to Runners' Shop and members go to pick up orders,
- Option 2: having orders delivered to Jojo's house and sorting out on our end, making arrangements with members for pickup or drop-off

George - as long as Lynn at Runners' Shop approves, seems like best option - backup option can be offering to mail to their home if unable to pickup

Message will be sent to members to let them know how they can pick up their orders, along with status, once approach is confirmed

Jojo will have this conversation with Lynn to see if she would be willing to offer a 15% discount as a bonus to people coming to pickup apparel

Jojo - buff prices have changed because of supply chain changes. Has been negotiating about minimum quantity and price point - only 10 pieces have been ordered and paid for at old price - new deal is 50 minimum pieces ordered and price is \$4 more

- Option 1 is to switch vendors - downside is added delay
- Option 2 is to meet minimum order with Board purchasing overflow - can continue to sell excess items or save for later on
- Option 3 is to say we can't meet minimum number of pieces, cancel order

Next step: look into prices based on other vendor, and how much buffs would cost without printing by current vendor

The group decision is to drop buff order for now

Geneva will share a link to the Google Drive with the Board. A pilot project will be the New Members' Brunch committee working on a shared document in the Drive

Bill and Bert sent the cheques to YMCA and University Settlement after the vote at last month's meeting

5 2021 Financials

Statements were sent out late afternoon - any questions or comments?

Bill - this is for the current situation continuing on throughout the calendar year

The Board members were unable to fully review the documents, and Bill is finalizing an updated version of the budget, which he will be sending out tomorrow.

Board members should review these statements in advance of our meeting in March. Items will be presented at Members' meeting at the end of March

Bill will make up cheques for online speakers tomorrow and will send them to Bert to be signed for speakers

6 Other Business

Bert - suggestion: why don't we take our agenda and have timed items on the agenda? We should ensure we keep on track with preset times. Bert will be the timekeeper at future meetings

Action items:

Steve, Kat, George and Jojo will connect to finalize promotions and messaging for upcoming LB Connects and Super Series events

Jessica, Jojo, and George will connect to start planning the New Members' Brunch

Jojo will connect with Lynn to confirm whether we will have our NB orders sent to the Runners' Shop or his house

Geneva will share the Google Drive with Board Members

Jojo and Kathleen will look into troubleshooting CiviCRM and WordPress

Bill will follow up with a complete and up-to-date budget

Bill will prepare cheques for LB Connects speakers

Bert will keep time at future meetings

7 Adjournment

Motion to adjourn by Bert, seconded by Bill

At 9:17 p.m., the meeting was adjourned.

ATTACHMENTS:

1. Meeting Agenda

Longboat Executive Meeting

Wednesday, February 17, 2021 / 8:00 – 9:00 p.m.

ZOOM Meeting:

<https://us02web.zoom.us/j/89238087887?pwd=QWI5d3RUS3dIQ0d3WWR3dWM5RFNsUT09>

Agenda

1	Welcome, Regrets & Tom Longboat Acknowledgement	All	8:05 pm
2	Approval of January 2021 Minutes	Geneva	8:05 – 8:10 pm
3	2021 Club Activities <ul style="list-style-type: none">• Longboat Super Series: 3 races (Jan – May)• Longboat Connects: 5 sessions (Jan – Apr)• Looking Ahead: (Spring/Summer)	Steve/George	8:10 – 8:20 pm
4	Business Arising <ul style="list-style-type: none">• 2021 Membership Renewal Update – incl. coaching• Athletics Ontario & OMA Membership (re: insurance)• Club Uniforms• Website and Google Drive• Donations: University Settlement & West End YMCA	All	8:20 – 8:45 pm

5	Financials	Bill	8:45 – 8:50 pm
7	Other Business	All	8:50 – 9:00 pm
8	Adjournment	All	9:00 pm

2021 Upcoming (Tentative) Board Meetings: *To be confirmed a week before each meeting.*

- March 17
- April 21
- May 19
- June 23