

Minutes
Longboat Roadrunners Executive Meeting Minutes
Wednesday, May 19, 2021 – 8:00 p.m.
Via Zoom

Attendance:

President: Jowenne (Jojo) Herrera
Race Coordinator: George Hubbard
Coaching Coordinator: Steve Metzger
Communications Coordinator: Kathleen Thompson
Past President: Bert de Vries

Absent:

Social Coordinator: Debra Kobe
Secretary: Geneva Calder
Vice President: Jessica Rode
Treasurer: Bill Prest

1 Welcome & Tom Longboat Acknowledgement

At 8:07 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 April 2021 Minutes

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

3 2021 Club Activities

- Jojo: All finished with New Members' Brunch – 19 members reimbursed from 2020 brunch with \$25 Runners' Shop gift cards + 27 new members given gift cards
- Jojo: Ministry of Tourism offering funding for club associations that are Athletics Ontario members – Jessica submitted an application

- Community Sports Club Funding Support – Athletics – April 1, 2021 – March 31, 2022 – activities supported by this program will be focused on returning to training in a safe environment
- George: looks like we are eligible and have a good chance to be successful
- Grant amount will depend on number of applicants
- Longboat Super Series: May 10K & Summer Series
 - Steve: as many as 23 runners participating in this – will have had total 60 participants throughout the whole thing
 - Will send \$500 to Anishanabe Health Foundation at conclusion of event
 - Jojo: will be looking into preparing participation awards and single race, three race awards for each gender
 - Steve: \$50 from the Runners' Shop is the award for each winner
 - Has made some routes – shared 4, some use ActiveTO streets
 - Kat sent out email to all participants
- Longboat Summer Series
 - Steve: met with Timo and George and they decided to divide summer into July, August, and September – want to have at least 2 events for each month – track and road
 - Wednesday, July 14th – 1 mile on rail trail followed by 800's on the West Toronto track
 - Sunday, July 24th – 4km and 8km at Cherry Beach & Leslie Street Spit
 - Wednesday, August 11th – Track 3000m and 1km place TBD
 - Saturday, August 21st 10km and 4 x 2.5km – likely in CNE/Coronation Park area
 - Wednesday, September 8th – Cross Country at Riverdale Park East
 - Wednesday, September 15th – Track 5km and 2km
 - Sunday, September 26th – 20km and 4x5 or 2x10 relays
 - Running a points system with WMA scores and can take best 4 events to count towards this – will just be open for club members unless we can open it up
 - Opportunity to set club records for 20km and track 1km
 - Will allow people to do the road events virtually
 - First event is happening July 14th
 - Jojo: in early June, would be great to send out big snapshot of lineup for 3 months
 - This is just for members and there's no fee?

- Steve: fees have been great, but don't want to wear out – if we do the December Challenge again, would be great
- George: wouldn't it be appropriate to charge something for non-members?
- Steve: would rather invite people to make our club look good, make connections
- George: Central Tech is generally too busy – should do West Toronto
- Steve: will there be soccer on Wednesdays? Don't want to run into issue without permit
- Bert: nice track near Beltline in Forest Hill
- Jojo: let's determine technicalities once we have a blueprint of the dates, etc
- Steve: top 5 men and women will receive prizes
- George: good idea to also do one random draw prize a month

- Longboat Recruitment
 - Jojo: pushing more on social media for visibility that we are active, need to get past members back as well as new members
 - Geneva is keen on helping with this
 - Need to determine what these tactics are – put puzzle pieces together
 - Profiling new members
 - George: new member profiles can be stylized, shared in a graphic way on Facebook groups
 - Could call longer form profiles “Longboat Legends” to share interesting things about long term members
 - Jojo: can develop a new committee once Geneva is feeling well again

4 Club Business Arising

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5 Other Business

- Jojo: can keep an eye out for opportunities to promote other clubs' activities and posts as well

Action items:

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6 Adjournment

Jojo adjourned the meeting at 9:18pm

ATTACHMENTS:

1. Meeting Agenda
2. Balance Sheet, May 2021
3. Statement of Income & Expenses, May 2021

Longboat Executive Meeting

Wednesday, May 19, 2021 / 8:00 – 9:00 p.m.

ZOOM Meeting:

<https://us02web.zoom.us/j/81157564957?pwd=VUxmVjB6b0J1UkdPM3R0T1BFOGpPZz09>

Agenda

1	Welcome, Regrets & Tom Longboat Acknowledgement	All	8:05 pm
2	Approval of March 2021 Minutes	Geneva	8:05 – 8:10 pm
3	2021 Club Activities Updates		8:10 – 8:20 pm
	<ul style="list-style-type: none"> • Longboat Super Series: 10K May • Longboat Connects Virtual Series • New Members' Brunch • Ideation: Spring/Summer/Fall Activities, Longboat Ambassador Program, Others 	Steve/George George/Jojo All All	
4	Business Arising		8:20 – 8:40 pm
	<ul style="list-style-type: none"> • Canada Running Series (Inclusive Session), Apr 22 • 2021 Membership Update • Athletics Ontario & OMA Membership (re: insurance) • Club Uniforms 	Jojo Geneva All Jojo	
5	Financials		8:40 – 8:50 pm
	<ul style="list-style-type: none"> • 2021 Operating Budget 	Bill	
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.*

- May 19
- June 23



Minutes – May 19, 2021

- July 21
- August (TBD)



Longboat Roadrunners
Balance Sheet
As At December 31, 2021

	Current	Prior	Variance	%Var
BALANCE SHEET				
ASSETS				
CURRENT ASSETS				
TD Canada Trust	\$ 38,194.30	\$ 43,332.81	\$ (5,138.51)	(11.86)
Stripe	97.96	1,402.67	(1,304.71)	(93.02)
Petty Cash	5.00	5.00	0.00	0.00
Inventory - Medals & Ferry Tickets	234.24	234.24	0.00	0.00
HST receivable	795.42	722.87	72.55	10.04
Inventory - clothing	2,808.00	2,808.00	0.00	0.00
Total Current Assets	<u>42,134.92</u>	<u>48,505.59</u>	<u>(6,370.67)</u>	<u>(13.13)</u>
LONG-TERM INVESTMENTS				
CAPITAL ASSETS				
Equipment (Capital purchase)	10,932.74	10,932.74	0.00	0.00
Equipment accum deprec	(6,550.00)	(6,550.00)	0.00	0.00
Total Capital Assets	<u>4,382.74</u>	<u>4,382.74</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ASSETS	<u>\$ 46,517.66</u>	<u>\$ 52,888.33</u>	<u>\$ (6,370.67)</u>	<u>(12.05)</u>
LIABILITIES AND EQUITY				
CURRENT LIABILITIES				
Accounts Payable & Accrued Liabilities	\$ 0.00	\$ 5,800.00	\$ (5,800.00)	(100.00)
Unearned Revenue	540.00	540.00	0.00	0.00
Funds held in trust	0.00	1,198.30	(1,198.30)	(100.00)
Loan from Treasurer	68.31	311.94	(243.63)	(78.10)
Total Current Liabilities	<u>608.31</u>	<u>7,850.24</u>	<u>(7,241.93)</u>	<u>(92.25)</u>
LONG-TERM LIABILITIES				
MEMBERS EQUITY				
Members Equity	45,038.09	62,304.61	(17,266.52)	(27.71)
Net Income (Loss)	871.26	(17,266.52)	18,137.78	(105.05)
Total Members ' Equity	<u>45,909.35</u>	<u>45,038.09</u>	<u>871.26</u>	<u>1.93</u>
TOTAL LIABILITIES & EQUITY	<u>\$ 46,517.66</u>	<u>\$ 52,888.33</u>	<u>\$ (6,370.67)</u>	<u>(12.05)</u>

Prepared by	Reviewed by

Longboat Roadrunners
Income Statement
For the Period Ended December 31, 202

	Year To Date		Current
	Actual	Prior	%Var
STATEMENT OF REVENUE AND EXPENSES			
REVENUE			
Other Race Revenue	10.00	150.00	(93.33)
Membership Revenue (non-HST)	1,590.00	4,868.90	(67.34)
Clothing Revenue (non-HST)	0.00	60.00	(100.00)
Social Revenue (AGM, Gala, others)	0.00	2,215.00	(100.00)
Coaching Revenue (HST)	825.00	1,875.00	(56.00)
Total Revenue	<u>\$ 2,425.00</u>	<u>\$ 9,168.90</u>	<u>(73.55)</u>
COST OF CLOTHING SALES			
Cost of clothing sold	<u>\$ (28.24)</u>	<u>\$ 145.00</u>	<u>(119.48)</u>
Total Cost of Clothing Sales	<u>(28.24)</u>	<u>145.00</u>	<u>(119.48)</u>
GROSS MARGIN	2,453.24	9,023.90	(72.81)
EXPENSES			
Donations - Race	\$ 0.00	\$ 160.00	(100.00)
Donations - Non-Race	101.25	4,000.00	(97.47)
Social Expenses (AGM, Gala, others)	0.00	3,804.28	(100.00)
Members' Awards	100.00	2,308.25	(95.67)
Coaching Expenses	0.00	1,800.00	(100.00)
Locker Rental	0.00	2,955.16	(100.00)
Website	226.61	1,812.28	(87.50)
IR Photos	0.00	50.00	(100.00)
IR Insurance	0.00	3,080.16	(100.00)
IR Marketing (Brochures, Flyers, Design)	0.00	(95.00)	(100.00)
IR Prizes & Awards	0.00	(100.00)	(100.00)
IR Refreshments for race personnel	0.00	41.24	(100.00)
IR Website Maintenance	15.99	272.61	(94.13)
SS Miscellaneous incl website	15.99	15.99	0.00
Equipment Depreciation	0.00	4,364.00	(100.00)
Meetings	0.00	112.80	(100.00)
Club Affiliation-Memberships	577.00	395.50	45.89
Insurance for Directors	0.00	964.44	(100.00)
Bank Charges	76.74	230.31	(66.68)
Education & Seminars	450.00	100.00	350.00
Office Supplies (Misc)	18.40	18.40	0.00
Total Expenses	<u>1,581.98</u>	<u>26,290.42</u>	<u>(93.98)</u>
SURPLUS (DEFICIT)	871.26	(17,266.52)	(105.05)
SURPLUS / (DEFICIT)	<u><u>\$ 871.26</u></u>	<u><u>\$ (17,266.52)</u></u>	<u><u>(105.05)</u></u>

Prepared by	Reviewed by