

**Longboat Roadrunners Executive Meeting Minutes – Approved**  
**Wednesday September 27, 2023 – 8:00 p.m.**

**Present**

Jojo Herrera, Sadie Werner, Kathleen Thompson, George Hubbard, Bill Prest, Steve Metzger, Bert de Vries, Paul Kilbank, Stephen Word

**1. Welcome, Regrets & Tom Longboat Acknowledgement (All)**

At roughly 8:00 p.m., Jojo called the meeting to order.

Jojo presented the Tom Longboat acknowledgment

As Longboat Roadrunners, we run to honor 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 Prior Minutes**

- June and July minutes were approved (Motion George / Seconded Sadie)

**3. Club Activities Updates**

**Membership Update**

- Total of 96 members split by Male 58 / Female 38
- General 45 / Student Senior Unwaged 32 / Family 19 with coaching at 21
- New members ... 19 (11 new members plus 8 spouse / family of members renewing with the 2023 family plan)

\* It was confirmed that another member joined prior to the meeting for a total of 97 members.

**LB Executive – 2024 Nominations (Jojo)**

- Jojo reminded the board that executive elections will be held at the AGM and asked everybody to confirm their willingness to continue serving on the board next year

**Club Uniforms Update (Jojo)**

- Deadline for online orders is Friday Sept 29 to receive by early November
- Current demand doesn't cover the minimum order quantity for several products although interest is expected to grow after people see club members wearing the gear.

- Motion was approved to buy the minimum inventory up to \$2,000 to complete the first online order including jackets, buffs and singlets (Motion Paul / Seconded George)
- Exact product and sizing to be finalized after the online ordering deadline

### **Fall Planning (e.g. AGM 2023, etc.) (Jojo)**

- Jojo asked that we start considering dates and venues early for the annual Awards Gala (held on March 11 last year)
- Bert and George volunteered to lead the awards committee again but requested other members join to represent the broader club.
- Steven to investigate potential places as the Dominion Pub has closed – initial options from the past include Brazen Head, High Park Club etc.
- It was also agreed to target the AGM meeting for Nov 25 or alternatively Dec 2
- Sadie suggested we gauge member interest in a Cabot Trail team as applications will be due by late December or early January.
- It was also agreed to proceed with early bird membership renewal prices as suggested by Kathleen. The promotion will be announced shortly and will continue until just after the AGM meeting for a final push with members in person.

### **Outcomes: Summer Track & Cross-Country Championships (Bert)**

- Three regular track sessions along with the "one hour on the track" and cross-country race were well attended with at least 15 runners at each event including guest runners.
- Bert was the lead organizer with ongoing support from George for a successful season.

### **Outcomes: Sunset Shuffle & Island Run (George)**

- Island Race was highly successful event for both participants and as a fund raiser for the club with record earnings expected about \$30,000.
- Starbucks was a nice addition as suggested by Heidi Sobel – will consider again next year ideally with a sponsor to cover the logistics costs.
- Selfie booth was very popular again this year with even more onsite promotion – more than 300 people or groups used the service which is ~15% of race participants.
- A finisher medal was sent to the person with a medical issue on course (resolved okay)
- Goal next year is to keep the "homestyle" community feel to this event but consider what background activities can be outsourced to relieve the pressure on our duty roster (number of volunteers needed, skill sets required, last minute changes etc).
- It was acknowledged that the race committee, team captains and volunteers did an excellent job again this year.

- Financial results from Sunset Shuffle were improved from 2022 including \$1000 for signage investments that can be used again in future years.
- Proceeds for the charity Start2Finish will be about \$3000 this year.
- Executive team needs to consider how to develop the next generation of race organizers in general and specifically whether to compensate the Sunset Shuffle race director in 2024 (note the race director role is currently open for next year).
- George highlighted that in order to focus on the success of the Island Run, it's important to have a race director in place early for Sunset Shuffle who can work independently and also become the prime contact with the City of Toronto.

#### **4. Financials Update** (Bill)

- Bill shared the financials for Sunset Shuffle / Island Run and highlighted the strong results
- He also suggested the board consider whether we want to reshape our donations to the West End YMCA (\$1,000) and Settlement House (\$3,000) as club activities evolve post pandemic
- Considerations suggested by the group included
  - Historical relationships (e.g. training connection to Tom Longboat)
  - Running use of each facility (e.g. showers, lockers, washrooms)
  - Non-running use of each facility (e.g. meeting room, storage space)
  - Role in attracting people to join club runs
- To be discussed further at a future meeting

#### **5. Other Business** (All)

- It was agreed to support the Dino Run children's event by lending equipment (tables, chairs etc) to Lily Wu from our storage locker.
- Board members acknowledged Tony Fletchers contribution to the Island Race by arranging to get our rental truck to the island after a last-minute ferry cancellation.

#### **7. Adjournment** (Jojo)

Jojo adjourned the meeting at approximately 8:30pm.

## ISLAND RACE AND SUNSET SHUFFLE BUDGETS 2023

Note 1: HST not included. Taxes appear on the balance sheet

Note 2: Race insurance is provided by Athletics Ontario at no extra charge

Note 3: AC race accreditation fee is included in AO membership

Island Race Revenue	Budget 2023	Actual 2023	Actual 2022
Entry fees total	87,250.00	88,878.91	77,988.66
BBQ Receipts	3,750.00	3,934.18	1,740.00
Sponsorship & Sales	-	-	-
Miscellaneous			600.60
<b>Total Race Revenue</b>	<b>91,000.00</b>	<b>92,813.09</b>	<b>80,329.26</b>
Island Race Expenses	Budget 2023	Actual 2023	Actual 2022
Insurance	350.00	-	-
AC race accreditation fee	50.00	-	-
Site Permit	736.00	736.44	703.63
T-Shirts	19,534.28	19,310.78	13,696.48
Medals	7,150.00	6,041.72	7,000.00
Vehicle Expenses incl ferry	1,500.00	1,481.29	1,308.48
Bib Numbers, pins, racekit bags	1,300.00	107.96	1,225.72
Ferry tickets for staff & taxis	1,100.00	995.95	1,087.60
Marketing (ads, brochures, flyers, design)	300.00	325.00	282.56
Sound system, radios	800.00	964.00	932.80
Entertainment incl piper & Starbucks	100.00	341.57	100.00
Timing	6,500.00	7,848.84	4,109.53
Medical	2,500.00	812.00	2,472.36
Prize Money (Awards)	1,300.00	1,174.00	1,450.00
Barbeque	14,000.00	11,142.80	9,776.28
Food apart from Barbeque		1,209.51	
Refreshments for race crew incl meeting	500.00	401.11	893.16
Photos	1,000.00	679.15	427.63
Race Director Fees & Honoraria	6,500.00	7,300.00	6,500.00
Website Development & Maintenance	100.00	70.82	53.84
Miscellaneous (including new signage)	1,000.00	882.27	611.64
<b>Total Race Expenses</b>	<b>66,320.28</b>	<b>61,825.21</b>	<b>52,631.71</b>
<b>Island Race Income After Expenses</b>	<b>24,679.72</b>	<b>30,987.88</b>	<b>27,697.55</b>
Sunset Shuffle Revenue	Budget 2023	Actual 2023	Actual 2022
Registration:	9,615.00	9,603.52	7,526.08
Food sales	161.55	230.00	180.00
Osler sponsorship	2,000.00	2,000.00	
<b>Total Revenue</b>	<b>11,776.55</b>	<b>11,833.52</b>	<b>7,706.08</b>
Sunset Shuffle Expenses	Budget 2023	Actual 2023	Actual 2022
Medals	987.18	873.60	431.30

Food	2,212.79	2,053.38	1,307.98
Insurance	-		
Truck Expenses (van rental/gas/parking)	619.78	589.34	517.82
Bibs	-		267.00
Ferry Tickets (Longboat Volunteers)	471.10	460.70	
Sound system	23.00	17.00	19.21
Permit for Site	570.38	570.38	570.38
Refreshments for crew (incl Steamwhistl)	135.94	122.91	19.15
Rental of premises incl security		26.50	
Timing	1,695.00	1,500.00	1,483.28
Medical	368.38	326.00	595.43
Miscellaneous including website work	414.82	882.27	74.92
<b>Total Expenses</b>	<b>7,498.37</b>	<b>7,422.08</b>	<b>5,286.47</b>
<b>Sunset Shuffle Net Income After Expe</b>	<b>4,278.18</b>	<b>4,411.44</b>	<b>2,419.61</b>
Money earmarked for SS 2024	-1,000.00	-1,133.26	
<b>Donation of proceeds less money asi</b>	<b>3,278.18</b>	<b>3,278.18</b>	<b>2,500.00</b>