



Hudson Mohawk Road Runners Club

Board Meeting

Point of Woods Community Center

November 9, 2016 @ 7:42 p.m.

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Attendance: Tom and Marcia Adams, Frank Broderick, Maureen Cox, Robert Moore, Ed Neiles, Ray Newkirk, Chris Nowak, Jon Rocco, Ken Skinner, Cathy Sliwinski, Jim Tierney, Mark Warner.

**Call to Order (Ray Newkirk):**

1. Approval of October 12, 2016, minutes. Motion to approve minutes made by Ed Neiles, seconded by Frank Broderick. Motion passed.

**2. Reports of Officers**

2.1 President (R. Newkirk):

Ray informed the Board of the passing of Ed Thomas and his memorial to be held at SUNYA Lecture Center 18 at 2 p.m. on December 10. A discussion ensued as to the best way for the club to honor Ed and his contributions to the Club in general and to the winter series races, in particular. A motion was made by Marcia Adams, and seconded by Frank Broderick to rename the Winter Series to The Ed Thomas Winter Series, subject to the procedures and outline provided by Ray Newkirk later this month. Motion passed.

2.2 Executive Vice President (F. Broderick):

- Ray and he met with minister (Josh) in Bethlehem who is starting a Couch to 5K in his congregation and wanted to learn more about the Club and how they might interact.

- Frank plans to reach out with the first contact for the Scholarship program sometime late December or early January.

2.3 Executive Vice President – Finance (C. Nowak):

- Chris is working on changing PayPal over from Pam Zentko. It is not an easy process since PayPal takes security seriously. He needs to send in a photo id, a copy of the bank statement associated with the account, a social security card, and a letter on HMRRRC letterhead describing why the change is necessary. He did verify that PayPal is set up as a business account and is looking into additional discounts on fees for which HMRRRC might be eligible.

- Chris handed out the tentative budget for 2017 and explained the various lines and numbers within that budget. The numbers in Actual column are taken from Quickbooks and may need further adjustments, particularly regarding race details. A discussion regarding clarification of various lines ensued. A question regarding inclusion of STEM and Ray advised he would review funding with Sue Nealon and Jennifer Gish, the leads for the organization.

- 2.4 Vice President for Running Events (J. Rocco): No races since last meeting. Final three races coming up: Stockadeathon, Turkey Raffle Run and Winter Series #1. A meeting of the race

directors will be held on Wednesday, November 16, at the clubhouse. The winter series dates and facilities were secured by Ed Thomas already and Jon will verify them as they occur.

2.5 Treasurer (J. Golden): See attached report. Total of general accounts: \$436,040.47

2.6 Treasurer of Running Events (C. Sliwinski): See attached report.

Mark Warner reviewed the financials in conjunction with the CDPHP Workforce Team Challenge. The two major points was 1) a payment issue with one of the corporate sponsors which he and Chris are still trying to resolve and 2) the cost for Emergency Services increased almost \$5000 this year - \$18,541.25. Some of this additional cost was absorbed by the elimination of the hired set-up crew. Entry fee and cap will probably remain the same for next year.

2.7 Secretary (M. Adams): It was discussed who should be on the distribution list for minutes prior to approval by the Board and it was determined attendees at the meeting would receive them. The minutes would be posted to the website once approved.

### **3. Reports of Committees**

3.1 Membership (D. Fisher-Golden): (Not present; report e-mailed) See attached report.

Total membership: 2814

Change in membership: -21

New memberships: 27

Facebook followers: 2697, an increase of 4

Twitter followers: 257, an increase of 2

3.2 Volunteers (M. Adams): Volunteers are needed for the Stockade-athon – still short course marshals.

3.3 Public Relations (R. Moore): Press releases were sent to the papers about the Winter Series. Adirondack Sport and Fitness is having a Winter Expo at Saratoga Civic Center November 19 and 20. HMRRRC is invited at a cost of \$275 for the 2-day event. A discussion ensued regarding attendance and it was decided HMRRRC will not be attending this year.

3.4 Website (E. Neiles): Meeting with the website developers regarding a membership module and costs of such a feature. Also discussing making the website easier to use and report at next meeting.

3.5 Conflicts Committee (C. Nowak): No report.

3.6 Safety Committee (VACANT):

3.7 Grants Committee (F. Broderick): Minor changes were made to the grants documents and first wave of grants will be done by the end of January.

3.8 Long Range Planning Committee (E. Neiles): Meeting was held prior to the Board meeting.

- 3.9 Just Run Program (K. Skinner): Had the Fall closing meet at the beginning of October. Bob Oates was not able to attend due to tick infection and Sandy Morley handled the course. 16 schools participated and had 660 participated. Total children in the fall program was over 800 so this was the highest attendance (near 75%) since beginning of the program. The meet was scheduled before daylight savings. There were 8 races by age group and all went well. Got a letter of thank you from the Guilderland Elementary School.

Ken is talking to 4 new schools for the spring. Ken believes we may need to think about capping new schools

#### **4. Old Business:**

Conflict of Interest policy prepared by Cathy Sliwinski and handed out at the last meeting was presented to the Board for consideration and a vote. A motion to accept the policy as written was made by Marcia Adams and seconded by Ed Neiles. Motion passed.

Security Summit was discussed at the last meeting. Marcia provided a printed copy of the Table of Contents of the Best Practices Guide that was part of that conference if anyone was interested.

Document Retention and Storage: Frank Broderick and Chris Nowak are taking the lead on this project. Frank is using the Google free service and has uploaded his emails and information he has received over the past year in different directories. You may need a gmail account for access and once established, you can provide read only access to others. Chris described G Suite which has 30 gigs of storage. This form of Google is centralized under a domain name – which would be john.doe@google vs. john.doe@gmail. This provides a central administrative account and would provide administrative rights to individuals to provide access to accounts and sections. Ray asked for a written document regarding which software to use and recommendations for how it should be used.

**5. New Business:** Ken Skinner advised that Bob Oates is leaving the area after this school year and feels that his efforts should be recognized at the banquet. A discussion regarding that recognition followed.

**Announcements: None**

**Refreshments:** Chris Nowak

**Adjourn:** Motion to adjourn made by Cathy Sliwinski and seconded by Marcia Adams.