



21114 SW 86th Ct, Tualatin, OR 97062

ORRC Board of Directors Meeting

July 27, 2023, 6:00 pm

Via Zoom

Attendance:

Present: Mark Barrett, Board of Director

Excused: None

Absent: None

Guests (all ORRC members):

Valerie Pratt

Margie Palmrose-Mace

Alan Cabelly

Joe Dudman

Julia Reisinger

Tracy Reisinger

Bonny Benton

Daniel Brewer

Charissa Yang

6:04 pm call to order, by Mark Barrett, Board of Director

Main Areas of Focus at this Meeting

1. Board Members
2. Board Functions
3. Races

Board of Directors -- Mark Barrett

As the only remaining board member, Mark is president. As president, he has authority to appoint new board members to serve until the next annual meeting and election. He plans to appoint a minimum of five new board members in order to meet the six-board member minimum required by the bylaws. The appointed board members will serve until December 31, 2023. At an annual meeting of the membership to be held before Dec. 31st, 2023, ORRC club members will vote to elect members of the board of directors who will serve either one, two, or three-year terms. Any proposed bylaw changes may also be presented at the annual membership meeting to be voted on.

Action taken: By proclamation, Mark Barrett, as the only current ORRC board member, appoints the following ORRC members to the board of directors to serve until December 31, 2023:

1. Alan Cabelly
2. Daniel Brewer
3. Margie Palmrose-Mace
4. Julia Reisinger
5. Tracy Reisinger
6. Valerie Pratt.

Board Functions Discussion -- All

The ORRC Bylaws requires there be a President, Secretary, and Treasurer. After group discussion, the following motions were made:

1. Motion made to elect Tracy Reisinger as President. The motion was unanimously approved.
2. Motion made to elect Valerie Pratt as Treasurer and Julia Reisinger as Secretary. The motion was unanimously approved.
3. Motion made to elect Mark Barrett as VP of Race Operations. The motion was unanimously approved.

The board will put together a spreadsheet of other functions and roles that need to be filled and circulate and begin recruiting volunteers to serve in those roles and responsibilities. There was discussion about the following functions:

1. Communications is a priority. Daniel Brewer has drafted a letter to the ORRC membership regarding the board transition and has been circulating it for comments. He will try to have it finalized in the next few days. Alan suggested it be sent out under Tracy's name as the President. Alan volunteered to reach out to Meg Roberts to see if she would be willing to continue in the role of Social Media/Facebook.
2. A suggestion was made to ask Charissa Yang to serve as a consultant to the board to review the current ORRC Bylaws and bring them into compliance with RRCA, state, and federal requirements. Tracy will contact Charissa to discuss details of this.
3. Updated Website. Mark has been in contact with Nyssa Walsh about the new website which is ready to launch. She explained that any further work on it will require a new contract. She forwarded a link to the new website which Mark shared with the group. The board will need to go through the new website to check content and updates before releasing it.

4. Transition to New Board Members.

- Mark has been in touch with Chris Knaff and has received access to Google Docs, passwords for finances, etc. Michael Allen will reassign the ORRC emails to the appropriate board members. Margie expressed concern there could be a loss of emails from the President@ORRC email during the transition from Steve to Tracy.
- Valerie noted that the 2022 Form 990 does not show up on the State of Oregon's website. If not filed, then that needs to happen soon. Valerie also needs to change the signing authority at the banks and see if there are any outstanding credit cards to manage. She will also confirm the club has Director and Officer insurance for the new board members.
- ByLaws/Compliance. Charissa is meeting with Jean Knaack from RRCA tomorrow for advice on how to proceed with the board transition and the need for Bylaws revisions.

IMPORTANT ACTION: The new board officers need to meet with the respective outgoing officers to proceed with the transition of responsibilities, documents, procedures, accounts, passwords, etc.

Upcoming Races:

Need to focus on the three remaining races:

1. Garlic Festival
2. Best Dam Run
3. Turkey Trot

- Mark will be out of town for the Garlic Festival race.
- Hal has agreed to help RD Garlic and Best Dam Run. He will reach out to Alan Smith to see if he is willing to help. Hal will also reach out to Steve Wright for the transition of the race to him.
- Tracy and Julia will help with getting volunteers for the race.

Other:

1. Valerie asked if the new Thursday night workouts will need to be canceled for now or if someone is available to lead.
2. Valerie also asked if there are still 10K Series, Half Series, and 1200 Club coordinators.
3. Tracy mentioned that Amanda Volk has been paid \$1,000 a month to write and distribute the monthly club newsletters but that she was fired two weeks ago. Tracy would like to hire her back to fill this administrative function.

Next Meeting: Wed., August 2nd at 7:00 p.m. Alan will send out the Zoom meeting link.

The meeting concluded at 6:50 p.m.