



**Mailing Address:** PO Box 538, Beaverton, OR 97075

**Old Address:** 2114 SW 86th Ct, Tualatin, OR 97062

**New Address as of January 9, 2024:** 10535 SW 40th Ave., Portland, OR 97219

## **ORRC Board of Directors & Annual Membership Meeting - Minutes**

**January 9, 2024**

**Via Zoom**

Recording on YouTube: <https://youtu.be/3Pw7iZBD63M?si=cp4iU4n3v5zUzpj5>

### **Attendance:**

- Present: Mark Barrett, Daniel Brewer, Deb Brown, Alan Cabelly, Susan Cooper, Nicki Halin, Debbie Hall, Adnan Muranovic, Margie Palmrose, Joel Phillips, Valerie Pratt, Julia Reisinger, Tracy Reisinger
- Guests: Bonny Benton, Hal Brockman, Carol Craig, Joe Dudman, Carrie Fleisher, John Hinshaw, Charissa Yang

7:30pm Call to order by Tracy Reisinger, President

### **Introduction of New Board Members (Tracy Reisinger)**

- Board members elected on the December ballot took office at this meeting: Mark Barrett, Daniel Brewer, Deb Brown, Alan Cabelly, Susan Cooper, Nicki Halin, Debbie Hall, Adnan Muranovic, Margie Palmrose, Joel Phillips, Valerie Pratt, Julia Reisinger, Tracy Reisinger

### **Approve minutes of December 12, 2023 (Tracy Reisinger)**

- Moved to approve by Alan Cabelly, and seconded by Valerie Pratt
- The motion was approved by a vote of 13-0

### **Election of Club Officers (Tracy Reisinger)**

- Board members volunteering to be officers were:
- Tracy Reisinger, President
- Debbie Hall, Treasurer
- Mark Barrett, VP of Races
- Deb Brown, Secretary
- Mark Barrett would like to have someone else be VP of races ASAP, so he can step down and just be race director. Joel Phillips is interested, and they will meet to discuss it.
- Daniel Brewer moved to elect the officers as a group, and was seconded by Deb Brown. It passed 13-0

- To get these changes of officers and club address to the bank, we will review and vote on approving the minutes via email after the meeting.
- The directory of contact information will be updated by Tracy Reisinger and distributed to board members
- Outgoing officers will coordinate with incoming officers to transition the positions

### **Present Budget for 2024 (Tracy Reisinger)**

- We have a balanced budget for 2024 which was approved in December 2023. It is a guideline and not set in stone. For example the garage expenses will go down now that we are moving to another facility, but travel expenses will go up since we are sending 7 people to the RRCA convention in May. (note, after the meeting this number went down to 6)
- We have cash and investments totalling over \$300,00 which is enough in reserve in case we can't hold races like Turkey Trot to cover administrative expenses

### [ORRC Budget for 2024](#)

### **State of the Club Address (Tracy Reisinger)**

- Tracy read a "State of the Club" address for the record

### [State of the Club Address](#)

Watch on YouTube: <https://youtu.be/3Pw7iZBD63M?si=BwrWUMDMO83DjSwi&t=1266> (starts at 21:06, 5 min)

### **Q&A for Members (Tracy Reisinger)**

- Carrie Fleisher asked for details about the transition this year, and what happened
- Tracy described what happened in the months leading up to the previous board's resignation, citing the main issue being a difference in where the club should go and its vision for the future. Former board members, after a confrontation at the member picnic in July, 2023, decided to resign en masse at the end of July leaving electing Mark Barret as the sole board member. He organized an emergency meeting with other members and a new board was formed. New volunteers have also stepped up as RDs, and coordinators, so the club is in good hands going forward.

### **Recap of Ralph's Run (Mark Barrett & Bonny Benton)**

- Everything went smoothly, and there were no issues
- The weather was sunny, rainy, sunny, rainy, etc.
- People had a good time
- Mark's favorite race was the kids' run
- Numbers were down a little (approximately 230 registered, with 200 showing up compared to 250 last year). But running events in general are down all over.
- Mark is hoping the SWOT meeting in February will help us focus on how to attract more people
- The "Caboose" award given to the last finisher on the course went really well. A group of about 20 people were there to cheer for the last person (Claire Carder), and she hammed it

up at the finish line (crawling across, and then doing push-ups). She loved the award, and the spirit in which it was given (the last person is as important as the first).

### **Community Outreach Request (Tracy Reisinger)**

- Tualatin Hills Parks and Recreation District (THPRD) requested funding for their middle school cross country meets in the fall of 2024. They requested \$950 to help purchase: tags on meet day (participants wear them as bib numbers), safety pins, a measuring wheel, loop bands (resistant bands that help in training), ribbons, and raffle prizes
- Daniel Brewer said he worked with this group for several years, and it's a great way to get kids started with running
- Several board members agreed it was a good program, but wanted a more formal process with deadlines and guidelines for future requests. In particular board members wanted 2 or 3 specific deadlines for submissions, with a requirement that approved groups submit a report after receiving the funds as to how they were used, and include pictures for future marketing
- Daniel Brewer moved to approve the funds as requested, with the understanding that a report and pictures were expected after the cross country season was over. Joel Phillips seconded the motion, and it was approved 13-0
- Daniel Brewer moved to create a committee with Mark Barret and Tracy Reisinger leading it, to formalize the grant request process (Joel Phillips also volunteered to work on this). It was seconded by Margie Palmrose, and approved 13-0
- Mark hoped to have a proposal at an upcoming meeting

### **President's Challenges Updates (Tracy Reisinger)**

- Nicki Halin agreed to coordinate this, and Jeff Huber said he could track all participants
- Tracy and Nicki will coordinate how this will work
- RDs will need to report all volunteers after their events. Be sure to include all volunteers who are not in RunSignup so they get credit

### **ORRC Refund Policy (Tracy Reisinger)**

- After sending out a proposed policy to RDs, it was agreed that as a general rule there are no refunds for registrations
- However, on a case-by-case basis, RDs can approve transfers or refunds. Just don't give them to anyone who asks because it's not fair to those who don't think to ask
- The first choice is to offer a transfer to another event, or next year's race
- The second choice is to offer a refund

### **Time for Future Board Meetings (Tracy Reisinger)**

After surveying all board members, it was decided that future board meetings will start at 7pm instead of 7:30 (so we can end a little earlier)

### **RRCA Convention (Mark Barrett)**

Mark needs those going to the RRCA convention in May to respond to his earlier email with information for registration and airline reservations

### **Template for Races (Mark Barrett)**

Mark sent a template of information so there is consistency on all race pages in RunSignup. He will send it again to RDs and board members to finalize it. He needs everyone to respond as quickly as possible

### **Race Director Manual (Mark Barrett)**

- The RD manual needs updating
- Mark will send to all RDs and the board for review

### **Race Podium for 1st/2nd/3rd Place (Mark Barrett)**

- Mark would like to have a podium built for all ORRC races where 1st, 2nd, and 3rd place finishers stand on different sized boxes, with the ORRC logo in front, and a place to put race names as well (a sliding sign?). He has designs from one contractor that cost \$1,000.
- Board members liked the idea, but would like a more formal request with visuals, and perhaps several bids to choose from.
- It needs to be simple, and user friendly
- It doesn't need to be used by all RDs for awards (it would slow them down), but it can be set up so participants can stand on it and take pictures even if not used during awards
- Mark will bring a proposal to the March meeting

### **Garage Moving Day (Tracy Reisinger & Daniel Brewer)**

The garage moving day is set for Saturday, January 20. Jeff Wehrman and Hal Brockman will coordinate renting trucks

Daniel has a new SUV we can use even if he cannot make it

### **Donating Volunteer Credits (Tracy Reisinger)**

When volunteering for Hagg Mud, Tracy saw an option to donate the volunteer credit toward the equivalent of ORRC's "pay it forward" fund. She would like ORRC to have that option for all ORRC events. She not sure how to program it in RunSignup, but will look into it

### **Topics for Next Board Meeting (Annual Member Meeting)**

- SWOT Analysis

**Next Meeting:** Tuesday, February 13, 2024 (this should be 2 hours long, it will not end early)

The meeting adjourned at 8:40pm