



P.O. Box 568, Beaverton, OR 97075

## **ORRC Board of Directors Meeting - Agenda/Minutes**

**Tuesday, November 12, 2024, 7:00 pm, Via Zoom**

**YouTube Recording: <https://youtu.be/j2SRaenUIJU>**

### **Attendance:**

- Present: Tracy Reisinger (President), Mark Barrett (VP Race Operations), Deb Brown (Secretary), Debbie Hall (Treasurer), Daniel Brewer, Susan Cooper, Margie Palmrose, Joel Phillips (few minutes late), Julia Reisinger (1200 Club).
- Not present: Valerie Pratt, Alan Cabelly, Adnan Muranovic (late arrival at 8:20, did not participate in votes).
- Guests: Charissa Yang (Communications), Carrie Fleisher (Volunteer Coordinator), Mark Takizawa (RD).

**7:00 pm Call to order** by Tracy Reisinger, President.

### **Minutes of October 2024 meeting - vote / approve**

Corrections: a few minor ones made just prior to meeting, which do not affect the substance of minutes. Motion to approve: Julia, Second Margie. Vote: Motion passes.

### **Finances - Treasurer Report** (Debbie Hall)

- Balance sheet: Checking \$224,574.93, Savings \$500.37, Investments 142,823.38 = \$367,898.68 as of 10/31/24.
- **YTD financials reviewed.** RDs should submit expenses promptly due to upcoming holidays..

### **Discussion Topics**

- 2025 Budget - Race Budgets were submitted. With current dividend income and conservative race budgets, income exceeds expenses. Reduced expenses on storage and professional fees for graphic design/newsletters. Races may do better in the recovery year, and reasonable expenses (such as advertising to promote low registration) is acceptable. Balanced budget is expected, unless the nonprofit is rebuilding reserves or plans a capital expenditure. Tracy has annotated the budget with suggestions to balance income/expenses. Margie moves that we accept these changes and approve the budget as amended. Mark seconds. Vote: Motion carries.
- Membership Report (Margie):
  - Members year to date: 772 (last year 735).

- Memberships year-to-date: 554 (last year 735)
- Family memberships: 112
- Individual memberships: 431
- Student memberships: 11
- Award Nominations for 2025 Awards Banquet - Presented and discussed, no vote needed. Several awards are named after historical club members, such as the Cathy Weicamp award. Also Volunteer award (Juliana M), Volunteer of the year (Judy W), Club appreciation (Foot Traffic for hosting runs), and Lifetime memberships (for two very deserving members).
- Finalize board candidates for ballot in December election : Carrie, Valerie, Kimberly Hartwell, Mark Takizawa. Info at <https://orrc.net/elections>
- Policies & Procedures Manual discussion ☰ Policies & Procedures Draft 11-8-2024
  - Logo policy for races. Agreed that races may have their own logo. Process for designing a logo reviewed. Is this an RD decision? Board Approval? A committee? Daniel designed a graphic for Solstice bandana last year, but it would not work on other merchandise. Deb reports that the Logo/Rebranding workshop at RRCA conference suggested: form a committee to get multiple points of view, hire a professional designer, ensure the logo represents the club/event; leaving decisions to a sole RD could be problematic. Charissa agrees multiple persons should review to avoid unintentional problems. Mark T. mentions (in chat) using graphic designer and checking for copyright infringement. Mark B. has used Ashworth and Leslie Jordan designers. Charissa can submit info with specs that may be needed for logos, which Tracy can add to P&P.
  - Nonbinary/Transgender Entrants Policy in P&P Draft (Deb B.) - this was duplicated from Hagg Mudd and previous version in ORRC RD Manual. RRCA does encourage inclusive practices such as nonbinary registration option. USATF/IOC rules are very restrictive and tend to be reserved for elite competitions. After doing research on best practices per RRCA, the language should be updated further, including the title of the policy. Deb will email a draft to the board, which is now in the ORRC RD manual. It contains some explanation, resources, sample language, and suggestions for creating an inclusive event.
  - ORRC RD Manual vs. External RD Workshop Manual - very different content in some cases, should they be combined? Mark worked on the ORRC RD Manual and feels some of this info is helpful for new RDs. This can be tabled for now, with further discussion between Tracy, Mark and possibly Deb B.
  - **Recognizing that this is a “moving target” and working document, should we approve this current P&P draft?** Daniel Brewer so moves, Margie seconds, Vote: motion passes.
- Shamrock Expo - confirmed we will do this again in 2025
- RRCA Convention 2025 (who should go)? Sending people is an investment for the club. Daniel will pay his own way and is hoping to be a state rep. Interested: Carrie, Kim, Suzie, Mark Takizawa (new RD and board member). Charissa interested but also wants to promote

RRCA benefits to ORRC members. Tracy could mention RRCA convention in e-newsletter and offer scholarships for club members.

#### **Recap of Events:**

- None since last meeting

#### **Upcoming 2024 Events:**

- Turkey Trot - Thanksgiving Day, November 2024 - things are going well, 5K is full, kids run still open, plans to pack up the finisher prizes.

#### **2025 Events to discuss at future meetings:**

- **Ralph's Run** 5K, 10K, 20.25K - Sat Jan 4, 2025 RDs Mark Barrett, Carrie Fleisher
- Annual Business Meeting - at regular Board meeting, Tues Jan 14, 2025.
- Awards Banquet - Sat, Jan 25, 2025 - Tracy & Julia Reisinger.
- **Hagg Mud** 25K, 50K - Sat, Feb 15, 2025 - RDs Mark Friess, Deb Brown
- Race Director Workshop - Sat, Mar 1, 2025 - Tracy & Julia Reisinger.
- **Champoeg** 10K, 20K, 30K - Sat, Mar 22, 2025 - RDs Valerie Pratt, Mark Takizawa.
- **Vernonia** Marathon, Half & Marathon Relay - Sun Apr 13, 2025 - RD Mark Barrett.
- 67th RRCA National Convention, Minneapolis, MN, Thu April 24 - Sun April 27, 2025.
- **Hagg Lake Road** 5K, 10K, 10.5mi - Sat May 10, 2025 - RD Mark Barrett.
- **Dave's Solstice Run** at Blue Lake, 5K - Sat, June 22, 2025 - RD Randy Fujioka
- **Dual Duel**, 10-mile relay - Tue Jul 22, 2025
- **Pumpkin Ridge Run**, 5K, 10K and Half-Marathon - Sat, Aug 2, 2025 - RDs Hal Brockman, Eric Lilijenberg, Carrie Fleisher.
- **Best Dam Run** - September 2025
- **Autumn Leaves Ultra**, 30K, 50K, 50-Mile - Sat, Oct 18, 2025 - RDs Deb Brown, Joel Phillips, Noel Tavan
- **Turkey Trot**, 5K Fun Run - Thu, Nov 27, 2025 - RDs Mark Barrett, Hal Brockman

#### **Future Meetings:**

- President suggests skipping the December 10, 2024 meeting, as much business accomplished at this meeting. ORRC Board may conduct any needed business in December via email, such as ratifying ORRC election results.
- Thank you to outgoing board members (Dan, Margie, and Alan - who is not here tonight)
- **Annual Meeting:** Tues, Jan 14, 2025, 7:00 pm via Zoom
  - **Topics:** State of the Club (President's Report, Treasurer's Report)

**Adjourn at 8:31 pm.**

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**ATTACHMENTS/ADDENDA: N/A**

**Approved January 14, 2025**