



P.O. Box 568, Beaverton, OR 97075

## **ORRC Board of Directors Meeting**

**Tuesday, March 11, 2025, 7:00 pm, Via Zoom**

**YouTube Recording: <https://youtu.be/boYq3kKCZgI>**

### **Attendance:**

- Board Roster: Tracy Reisinger (President), Mark Barrett (VP Race Operations), Deb Brown (Secretary), Debbie Hall (Treasurer), Susan Cooper, Carrie Fleisher (Membership Coordinator, Volunteer Coordinator), Adnan Muranovic, Joel Phillips (RD), Valerie Pratt (RD), Julia Reisinger (1200 Club), Mark Takizawa (RD).
- Board Members Not present: Valerie Pratt.
- ORRC Members: Charissa Yang (Communications), Joe Dudman.

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

### **Minutes of February 2025 Meeting - vote/approve**

Link (delete once approved): [2025-02-11 ORRC Meeting Agenda/Minutes](#)

Corrections: None

Motion to approve: Carrie Fleisher, Second Mark Takizawa. Vote: Motion passes unanimously.

### **Treasurer's Report** (Debbie Hall)

- Balance sheet: as of 2/28/25: plans to move some out of checking now that she has seen a full year of the finances.
  - Checking: 195,832.12
  - Savings: 500.53
  - Investments: 144,535.35
  - Total cash & investments \$340,868.00
- YTD financials reviewed briefly. See Budget vs. Actuals in attachment 2.

### **Other Reports:**

- Conflict of Interest Forms 2025 reminder (still need Joel and Mark T's).

### **Recap of Events:**

- **Hagg Mud** (25K, 50K) - Sat, Feb 15, 2025 - RDs Mark Friess, Deb Brown - lots of help from ORRC folks and volunteers, expenses will be about 3k over income due to 2+ year supply of socks and hats, definitely a learning experience for the new RD.

- Race Director Workshop - Sat, Mar 1, 2025 - Tracy & Julia Reisinger. About 13 attendees.

## Discussion Topics

1. Updated dates for Best Dam Run and Autumn Leaves (to accommodate BDR).
  - a. Need to update ORRC website, UltraSignup, and RunSignup
  - b. Need to confirm with photographer, porta-potties, timers. Likely Jeff will not be able to do the timing for the new dates.
2. Coupon Code for Champoege or all events at Shamrock Expo? Valerie has coupon set up for 15%
3. Update on Venmo Policy and Procedure - see attachment per Mark Barrett, which summarized discussion at the last meeting.
4. AED/First Aid Workshop - periodic AED training reminder is advised. Might be great to offer first aid as well. Less expensive to bring in the instructor. Valuable to offer to all members even if for nominal cost, as "the more hands the better" in case of CPR.
5. Communications Workshop - Mark B. recognized a need to help RDs with communication in the stressful setting of race directing. This was offered per former board member Alan Cabelly who specializes in leadership. Perhaps offer in AM, followed by first aid /CPR in PM.
6. Flagger Training Workshop - could save money if we had volunteer flaggers to work events. Flagger certification trainer available in club to teach for free?
7. Idea for giveaway for PR's at events (buttons) - got idea from THPRD - PR reward magnet or button, with a place where they can write in the race & time.
8. Community Outreach Applications
  - a. Pirate Running Club (at Dayton Grade School) = \$1000. We gave them funding last year. Implemented in 2024. Motion by Deb B to approve, 2nd Carrie - Vote: unanimously approved.
  - b. Liberty Fit = \$1000. Longstanding program, they also help at our events. Motion to approve: Julia, second per Mark T. Vote: Unanimously approved.
  - c. THPRD Middle School Track & Field Program = \$1039.60. Joel moves to approve funding request, Julia seconds, for \$1040 grant. Vote: unanimously approved.
  - d. Forest Grove Running Club = \$1000. Have received funds in the past, serves elementary and middle school students from many area schools. Large impact at key age for building interest in running sports. Julia moves to approve funding request, Susan Cooper seconds. Vote: Unanimously passes.
  - e. Pacific University Junior Boxer All-Sports Camp = No specific amount requested. Wants us to sponsor entries for participants at \$325 per sponsorship. Discussion: Camp has all sports, not running-specific, and funds would only help 1-2 students. Several board members agree that it does not fit criteria for ORRC funding. Carrie moved to deny, Julia seconds. Vote: unanimous to deny request.
  - f. Rock Creek Run Club (three separate requests)..

- i. Lecture Series = \$1000
- ii. Run Childcare = \$1000
- iii. Snack Hero Fund = \$750

Discussion: Charissa shared some input prior to meeting via email about helping this unincorporated, informal run club to build their club structure, referring them to the RRCA running club guidelines and other resources. Requests for elite speakers did not seem realistic for the budget. Sponsoring child care might be a liability for ORRC. Julia moves to deny request, Carrie seconds. Unanimously approved. Tracy will pass on information for building their club structure.

- g. THPRD & Forest Grove Running Club both need Blue-Tooth Timing Systems = Approximately \$3000 each. They did not request them but both have mentioned them in grant applications. Some support granting this to both clubs now. Others have reservations about spending the funds for the whole year now. There are other running grant options, such as Kids Run the Nation Grant Fund, Nike, Brooks Future Run Team Grants, USATF Youth Club Grant Application. Alternatively, we could grant another 2K to each club. Could we use reserves for more grants in the fall? This does have precedent last year. Susan, Adnan, Carrie, support giving a big grant. >> Mark B. moves to amend prior motions and increase funding to each organization to \$3k total. Susan seconds. Vote: Deb B. opposes, remainder in favor. Motion passes.
- 9. Free Member Run/Poker Relay proposal - Labor Day, Greenway Trail Park. Possible construction at Greenway Trail Park? Is the park available? Estimate no more than 100 people. Julia moves, Carrie seconds, to approve Free Member Run on Labor Day, permit pending. All in favor. Motion passes.

#### **Upcoming 2025 Events:**

- Shamrock Expo - March (sign up for shifts and swag and food to give out) - this weekend.
- **Champoeg** (10K, 20K, 30K) - Sat, Mar 22, 2025 - RDs Valerie Pratt, Mark Takizawa. Lots of supplies from Hagg Mud to pass along to Champoeg. Mark T. has a good rapport with the park ranger, and has received tacit approval of "legacy events" up to one year prior to ease permit application. He will speak to the ranger about Autumn Leaves, which was waiting for the 6-month reservation window to open.
- **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.

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

- **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 - RD TBD
- **Pumpkin Ridge Run**, 5K, 10K and Half-Marathon - Sat, Aug 2, 2025 - RDs Hal Brockman, Eric Lilijenberg, Carrie Fleisher.
- **Best Dam Run** - NEW DATE - Sat, Oct 11, 2025 - RDs Tyra Baird, Melanie Woods.

- **Autumn Leaves**, 30K, 50K, 50-Mile - NEW DATE - Sat, Oct 25, 2025 - Deb Brown, Joel Phillips, Noel Tavan
- **Turkey Trot**, 5K Fun Run - Thu, Nov 27, 2025 - RDs Mark Barrett, Hal Brockman

#### **Future Meetings & Topics:**

- (2nd Tuesday) 7:00 pm via Zoom. Tuesday, April 8, 2025.
- Topic Suggestions: Adnan brings up suggestion of moving some of the money from savings into a high-yield savings account.

**Adjourn at 8:19 pm.**

**Submitted by:** Deb Brown, Secretary

**Approved:** April 8, 2025

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#### **ATTACHMENTS/ADDENDA:**

##### **Attachment 1:**

##### **ORRC Venmo Policy and Procedure**

1. All registrations are made through Runsignup and Ultrasignup. Pre-purchased merchandise is also paid on RSU and USU. Registration should be kept open until the race starts to allow for day of race entrants.
2. For day of race sales of merchandise use cash and/or Venmo. Don't mix transactions (e.g. don't use cash from shirt sales to pay gas money) as ORRC needs to accurately record income and expenses.
3. The use of Venmo at ORRC events is encouraged. Race Directors are to use their personal Venmo account.
  - a. Using your phone, open the app and tap "Scan."
  - b. Tap "Venmo Me" to create a QR code.
  - c. Purchasers will scan this code to access the RD's account and transfer money. The purchaser will add a note to the transaction (e.g. "Jane Smith paid Mark Barrett \$20 for Vernonia shirt"). This creates a paper trail.
4. Once the event is done the race director will total up the income and transfer that amount either with a check or to the ORRC treasurer's Venmo account (*INSERT account number of current treasurer*).
5. The treasurer will transfer the amount to ORRC's account and record the income.
6. This policy will be evaluated in February 2026 to see how much Venmo is used and if it's worth the cost of ORRC having its own designated phone number and Venmo Account. If other payment systems are available in the future, these will also be evaluated.

2/17/25 per Mark Barrett, summarizing what was discussed at prior Board meeting.

## Attachment 2:

## Oregon Road Runners Club

## Budget vs. Actuals 2025

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
2295 Awards Banquet	72.80		
3000 Member Dues	6,744.00		
4000 Race Income	<b>35,820.45</b>		
9004 Interest Income	1,909.71		
<b>Total Income</b>	<b>\$44,546.96</b>	<b>\$0.00</b>	<b>0.00%</b>
GROSS PROFIT	<b>\$44,546.96</b>	<b>\$0.00</b>	<b>0.00%</b>
Expenses			
100 1200 Club	<b>1,062.80</b>		
300 Ralph's Run	<b>7,155.61</b>		
350 Hagg Mud	<b>11,472.41</b>		
450 Vernonia Half & Marathon	<b>2,871.61</b>		
5000 General Club Expenses			
5000-COM Member/Community Events	<b>3,337.99</b>		
5000-OP Operating Expenses			
5005 Dues & Subscriptions	807.50		
5006 Equipment/Small	230.30		
5009 IT Services	846.00		
5010 Medals - Awards	1,186.00		
5012 Office Supplies	32.97		
5013 Printing	8.16		
5015 Professional Fees	125.00		
5017.01 Rent-Facility	112.00		
5017.02 Rent-Storage	2,689.50		
5020 Supplies	69.71		
5050 RRCA Convention	4,898.06		
<b>Total 5000-OP Operating Expenses</b>	<b>11,005.20</b>		
<b>Total 5000 General Club Expenses</b>	<b>14,343.19</b>		
800 Pumpkin Ridge Run (Formerly Garlic Festival)	<b>2,855.73</b>		
970 Turkey Trot	<b>45,690.00</b>		
<b>Total Expenses</b>	<b>\$85,451.35</b>	<b>\$0.00</b>	<b>0.00%</b>
NET OPERATING INCOME	<b>\$ -40,904.39</b>	<b>\$0.00</b>	<b>0.00%</b>
NET INCOME	<b>\$ -40,904.39</b>	<b>\$0.00</b>	<b>0.00%</b>