



**Hudson Mohawk Road Runners Club
Board Meeting
Point of Woods Community Center
April 10, 2019**

Attendance

Frank Broderick, Jim Tierney, Ravi Chauhan, Tom McGuire, Marcia Adams, Tom Adams, Ed Neiles, Ray Newkirk, Jessica Northan, Brian Northan, Maureen Cox, Ken Skinner, Jon Rocco

1. Call to Order

Reading and approval of March 13, 2019 minutes. Draft minutes included the wrong date. Jon Rocco moved to accept the minutes with date corrected and Tom McGuire seconded. Motion was approved.

2. Officer Reports

2.1 President (Frank Broderick)

Nick Webster has resigned from his position at VP of Finance as he has moved out of state. Nick has recommended that Michelle Davis fill out the remainder of his term. The Board discussed and agreed that Frank will reach out to her to talk more about the position and determine if it would be a good fit.

2.2 Executive Vice President (Jessica Northan)

Sixteen Shrader scholarships were received by the committee. This is a decrease from last year, attributed to relying on the Section II administrator sending out the notice to school principals. The Committee will review applications and decide on six recipients next month.

Two nominations for the Distinguished Service Award were posted on the website. They are Ed Hampston and Pat Glover. The vote will be held at next HMRRC meeting, May 8th.

2.3 Executive Vice President for Finance (Nick Webster, absent)

Tom McGuire reported on the 2018 financial report submitted by Marvin and Company. Nick submitted a written report, copied here:

- *ST-101 (NYS Sales Tax) was filed electronically prior to the March due date. As a process improvement going forward, I wonder if we can standardize the way we keep track of clothing sales in QuickBooks? Specifically, we should record clothing sales separately from other item sales (magnets, stickers, etc) since those 2 categories have different tax rates. Perhaps Laura Keyes has some ideas or tips.*
- *HMRRC's financial review for the year ended 12/31/2018, rendered by Marvin & Co. is now complete. I am attaching a copy of the finalized financial summary for reference.*

Bound copies are also available to be picked up at Marvin's Latham office: 11 British American Blvd, Latham, NY 12110.

- *HMRRC's Federal Income Tax Return and the NYS Charities Bureau CHAR-500 are due May 15th. I will help Michelle Davis coordinate this with Laura Keyees who files these forms for us. Ideally, HMRRC will not need to request an extension (as we have done in 2017 and 2018) which would push back the filing deadline to November.*

2.4 VP for Running Events (Jon Rocco)

The 31st Annual Delmar Dash was held with 230 finishers, second lowest number ever, likely due to next weekend's Helderberg to Hudson half-marathon. It was a Grand Prix race for under 40. The Bill Robinson Masters Race will be held on April 27th at Guilderland High School. The Mother's Day race is next month. There are 4600 people registered for the CDPHP Workforce team challenge race. Ray asked about the treasury report on Delmar Dash. It is expected the race will break even this year.

2.5 Treasurer (Tom McGuire)

Tom circulated his financial reports. Balance sheet show equity of 564K.

2.6 Treasurer for Running Events (Ravi Chauhan)

Winter Series is closed out. Budgets came out as expected. Running of the Green is waiting for Rotterdam police.

2.7 Secretary (Sally Drake)

No report

3. Committee Reports

3.1 Membership (D. Fisher-Golden, absent)

Marcia reported that total membership is 2,493 as of end of March. Facebook likes are 3062 and Twitter is 3142 likes, Twitter 309 likes.

3.2 Volunteers (M. Adams)

Volunteers are needed for all races, especially Workforce Team Challenge

3.3 Public Relations (Ray Newkirk)

Theresa Bourgeois met with Ray. She has asked what we would like to promote and Ray suggested that we want to promote the club among our own members and to the general public. The focus will be scholarship and grants program and our three big events. She will advise on a potential plan for further marketing and promoting.

3.4 Website (E. Neiles)

No report

3.5 Conflicts (Nick Webster, absent)

3.6 Grants (Jessica Northan)

No report

3.7 Just Run (Ken Skinner)

Ken circulated a final list of the 31 schools participating in the Just Run program. Track meet dates are June 10 and 11, with rain date June 12 at Guilderland High School at 3pm.

4. Old Business

4.1 Wild Apricot Discussion

Ray reported that the Committee has prepared a list of what attributes we want to see in a new software program. Options include wild apricot, incorporating a program into our website, *zippyreg, your membership*. The Committee is reviewing requirements and potential vendors. A recommendation is expected in the next 2 months. Frank thanked the committee for its work.

4.4 New Business

Ken was approached by Albany PAL to see if it would be eligible for a grant for its track program. We used to have a youth program grant but with our own track program we suspended that program. At this time, the grant request does not meet the qualifications of the program.

4.5 Refreshments

Sally will provide in May.

4.6 Adjournment

Maureen Cox moved to adjourn, Ed Neiles seconded, motion passed.