

# **Helena Vigilante Runners**

## **Board Meeting #19**

### **Meeting Minutes**

**May 21, 2012**

#### **I. Call to order**

Patrick Judge called to order the 19<sup>th</sup> meeting of the Helena Vigilante Runners at 7:02 pm on May 21, 2012 at 107 W. Lawrence, 2<sup>nd</sup> Floor conference room.

#### **II. Roll call**

The following persons were present:

Patrick Judge, President  
Jeff Thomas, Vice President  
Carolyn Blasch, Secretary  
Chris Colberg, Treasurer  
Chris Beskid, Board Member  
Samsara Chapman, Board Member  
Mike Fanning, Board Member  
Tammy LaVigne, Board Member  
Erik Makus, Board Member  
Ann Seifert, Board Member  
Sarah Slinger, Board Member  
Demaris Taylor, Board Member

Regrets:

Scott Story, Board Member  
Brian Wieck, Board Member  
Todd Younkin, Board Member

#### **III. Minutes**

Chris Colberg moved for approval of the minutes of the February 20, 2012 meeting. Chris Beskid seconded the motion, and the motion passed unanimously.

#### **IV. Financial Report**

Treasurer Colberg presented an April 30, 2012 balance of \$2471. Very little activity so far this year. In general, the organization appears to be in a healthy financial position. Tammy LaVigne will investigate the status of the State Employee Charitable Giving Campaign deposit, which has not yet been made. Jeff Thomas will contact Ed Darfler about the stale-dated check given to Capital High School last August. Chris asked Pat to take custody of the checkbook until he returns from his work trip. There were no objections. Chris also mentioned that the temporarily restricted \$100 donation was made good, with the contribution to the HEAT Meet (Helena Elementary Area Track Meet).

#### **V. Website Report**

Pat noted that Scott Story has been diligently maintaining the website. He is currently traveling out-of-state, but is willing and able to update the site from Ohio. Pat asked the board if it would be useful to

have a "board only" section of the website, to archive important HVR documents. The board agreed that it was a good idea, but didn't think it needed to be restricted. Judge agreed transparency is good.

## **VI. RRCA State Meeting**

At the request of RRCA Montana State Rep. John Devitt, HVR hosted a "state meeting" of the RRCA Montana clubs on March 24, 2012. Pat and Jeff reported on this meeting. While attendance was poor, some interesting information was presented by John, on topics such as insurance, liability, race director certification (may soon be required for insured races), and RRCA state championship races (free bibs and awards!). HVR should avail itself of the programs that make sense for us. The 2013 RRCA conference will be in Albuquerque, NM.

## **VII. Education Committee**

Mike Fanning reported on the Speaking of Running program. In 2012, HVR hosted Dr. Philip Steele and Dr. Kammeron Gersbach. In addition, HVR helped promote the talk by Brad Lamson of Hammer Nutrition. The Committee thinks that three talks per year would be a good goal for the program. Chris Colberg thought it might be useful to videotape the talks, and put them up on YouTube (with permission from the speaker). Samsara Chapman suggested that HVR should explore the good outreach opportunities offered by Exploration Works.

## **VIII. Race Committee**

Pat reported that the race committee had not met in person, but had held some email conversations in the lead up to the 3rd Annual Vigilante Mile & 5k, which will be held this weekend. The race is coming together, but remains a "bare bones" affair -- no schwag, bibs, etc. This year's goal is to grow the net revenue to HVR by 50% (from \$500 to \$750). As was done last year, the gross proceeds will be split 50/50 with Montana Historical Society. Samsara sent a press release out to her media contacts, and Pat got flyers into the Prickly Pear race packets. Volunteer duties are mostly covered. Pat offered for someone else to take over as Race Director next year. Tammy LaVigne will email Barb Furlong to ask if she can volunteer as Race Sweeper for the 5k Saturday.

Jeff and Pat reported that Race for the Cure was appreciative of the use of the HVR clock, which Jeff assembled on his "Little Giant" platform on race day.

The next race will be August Road Race (8/16/12), which runs comparatively smoothly.

Soon thereafter, HVR will host the Mount Helena Classic (9/15/12) under the direction of Jeff Thomas. Jeff outlined a preliminary budget, with the various costs he expects for the race:

- \$30 per hour park rental fee x 4 hours = \$120
- \$20 park fee (plus \$100 damage deposit)
- porta-potties (ordered)
- Sleeping Giant Ambulance
- t-shirts (purchased at cost through Tread Lightly)
- trophies & medals
- possible donation to Search & Rescue, or maybe just include them on the shirts

The total comes in at \$3600. The goal is to have 150 runners x \$20 each = \$3000. That still leaves us \$600 short, but hopefully NorthWestern Energy will kick in at least that amount. McDonalds will be providing "orange bowl" beverages. Chip timing would cost an extra \$750 (up to 166 runners).

Jeff has also been working on the city traffic permit and noise permit.

**IX. Conflict of Interest Form**

Pat circulated the 2012 Conflict of Interest Form. He had sent out an email describing HVR's COI policy. In its application for 501c(3) status, HVR had told the IRS that it would have its board members review the policy annually and sign a form indicating their consent to it. The present board members signed the 2012 form.

**X. Vigilante Stadium Permit**

It was Jeff's understanding, based on a discussion with Jim Opitz, that the permit fee for the use of Vigilante Stadium for Tuesday workouts would be waived. This is in consideration of the substantial sum that HVR invests in the community porta-john located at the track from June through October. Jeff offered to write a letter in response to the bill HVR received, to explain that arrangement. Sarah Slanger seconded the motion and it passed unanimously. If that approach fails for some reason, HVR will remit the \$25.

**XI. Chronomix Race Clock Keypad**

Jeff Thomas reported that a digital keypad could be purchased to enhance the functionality of the HVR clock, and moved that the club do so at a cost of \$42.95 (including shipping). Sarah Slanger seconded the motion and it passed unanimously.

**XII. Governor's Cup Issues**

The Governor's Cup has not had age group medals for the last couple of years. Janet Robinson consulted with Jeff Thomas, and agreed to bring them back if HVR would help find volunteers to pass them out following the race. The medals will not be mailed to those who fail to pick them up. Jeff said that the medals will be made so that they can be reused in the future, but accompanied with "2012" lanyards. The board agreed that Jeff could seek volunteers through the listserve for this purpose. (Ann Seifert also indicated a potential willingness to be one of the three volunteers needed.)

Jeff also asked (and received) board permission to seek volunteers to help out with Governor's Cup course marking. Jeff and Pat did so last year, and the club received \$250 for their efforts.

**XIII. HVR Brochure**

Sarah Slanger suggested that the next version of the HVR brochure contain a list of all established Helena area races, with HVR races bolded. It would demonstrate that HVR is broadly supportive of running and racing in the Helena area. She also moved that a temporary insert be made for that purpose, for inclusion in the remaining brochures, at a cost not to exceed \$50. Tammy LaVigne seconded the motion to approve this expense, and the motion passed unanimously.

Samsara offered to re-design the brochure, which has a number of out-dated features now. Please get suggestions to her by September.

**XIV. Round Robin**

Calendar Items:

- The Helena Elementary Area Track (HEAT) Meet is scheduled for June 3, 2012.

(Matt Morris's elementary meet scheduled in April was cancelled due to snow.)

- The HVR Community Night at the Blackfoot Brewery is scheduled for October 15, 2012.
- Samsara Chapman will arrange a date for a Lewis & Clark "Ales for Charity" event.
- Jeff Thomas reports there may be a high school / college / open XC meet on September 1.

Mike Fanning reported on an unpleasant encounter he had with a motorist, who swerved toward and nearly collided with Mike at high speed. Mike suggested developing a series of PSAs to educate motorists AND runners about proper etiquette and safety practices. Perhaps Jesse Zentz (Independent Record Sports Editor) would also be interested in doing a feature on this topic. The board supported the idea, and asked the Education and Outreach Committee to further develop the idea.

Pat passed the gavel to Vice President Thomas in order to make a motion that HVR present a "2011 Volunteer of the Year" award to Todd & Steph Younkin. Todd & Steph have been extremely active and enthusiastic volunteers, and Todd also penned an essay on volunteerism for the club last year. The award would be a plaque, not to exceed \$50 in value. Demaris Taylor seconded the motion and it passed unanimously.

A discussion ensued about the benefits of tracking volunteer hours, for a variety of reasons (awards, tax reasons, approaching funders, etc.). Demaris offered to help track if we go this route. Samsara moved that HVR formally explore volunteer incentive benchmarks. Some quick brainstorming ensued (everyone on the listserv could nominate someone for volunteer of the year, everyone who reaches 100 hours of volunteering gets a free ice cream cone, etc.). Mike Fanning seconded the motion and it passed unanimously.

## **XV.**

### **Adjournment**

The regularly scheduled date for the next board meeting is August 20, 2012.

At 8:44 pm, Vice President Thomas adjourned the meeting.

**DRAFT Minutes prepared by Carolyn Blasch, with Pat Judge assisting.**

## **XVI.**

### **Addendum**

On May 23, Tammy followed up on the SECGC donation. The money was deposited in an incorrect account, but this was remedied on May 25. This is just the first of four quarterly payments. Even so, the amount is smaller than was anticipated. Some additional follow-up would be beneficial.

On May 24, Jeff Thomas followed up on the Capital High donation. Coach Darfler asked that the check be reissued after this year's August Road Race, which was acceptable to Treasurer Colberg.

On May 25, Pat informed the board that he was withdrawing \$100 from the checking account for the purpose of having 20 x \$5 bills available to make change at the race on Saturday. This amount, along with the gross proceeds of the race, will be re-deposited on Monday following the race.

On May 28, Pat made a \$600 deposit (\$500 race income plus the \$100 that was withdrawn for the cash box). He also wrote and mailed a check for \$250 to the Montana Historical Society.

On June 15, Chris Colberg circulated letters of thanks from the Montana Historical Society, Race for the Cure, and the HEAT Meet. All were grateful for HVR's contributions of money, labor, etc.

On June 21, Pat circulated to the board a draft appeal letter for the 2012 fundraising drive. He also proposed printing up Vigilante bumper stickers to offer as an incentive to those contributing \$25 or

more. Jeff Thomas moved that the board approve an expenditure for that purpose that would not exceed \$100. The motion passed, and there were no objections.

On July 31, HVR concluded its annual fundraising drive, having reached (and surpassed) its target of \$2500.

On August 10, Sarah Slanger announced that she would like to resign from the board, to pursue other activities. The board expressed gratitude for her years of service, and wished her the best in her new pursuits.

On August 17, the Board voted to split the August Road Race proceeds as follows: \$301 to Capital High School Cross Country (which includes \$100 from last year), and \$400 to Helena High School Cross Country. The AYE vote included Judge, Thomas, Blasch, Colberg, Beskid, Seifert, Taylor, and Younkin, with no objections.