

Helena Vigilante Runners

Board Meeting #26

DRAFT Meeting Minutes

December 16, 2013

I. Call to order

Patrick Judge called to order the 26th meeting of the Helena Vigilante Runners at 7:02 pm on December 16, 2013 at 107 W. Lawrence, 2nd Floor conference room.

II. Roll call:

The following persons were present:

Pat Judge, President
Jeff Thomas, Vice President
Carolyn Blasch, Secretary
Ann Seifert, Board Member
Todd Younkin, Board Member
Erik Makus, Board Member
Chris Beskid, Board Member
Scott Story, Board Member
Samsara Chapman, Board Member
Mike Fanning, Board Member
Lila Thomas, Board Member
Sean Connolly, Board Member

Regrets:

Chris Colberg, Treasurer
Janet Robinson, Board Member

(Pat announced that Tammy LaVigne had resigned her position earlier that day. She wishes the club the best, and hopes to remain involved in future HVR endeavors.)

III. Minutes

Jeff Thomas moved for approval of the minutes of the August 25, 2013 meeting. Carolyn Blasch seconded the motion, and the motion passed unanimously.

IV. Financial Report

President Pat collaborated on the 2013 HVR Financial Statement with Treasurer Chris estimating a \$7728.02 year-end checkbook balance*. All contemplated equipment purchases were made and only a \$50 check (to Jefferson High School) was not cashed (leaving a bank balance of \$7778.02).

*this number was later revised as follows:

	\$7,728.02
HEAT Meet deposit (see below)	+\$134.89
Kyle Strode donation	+\$50.00
L&C Search & Rescue donation	-\$100.00
	=====
	\$7,812.91

Pat noted that this far exceeded our budget (\$5749.02), indicating a very successful year from a financial perspective. The 2013 Financial Statement (and original budget) is attached to these minutes.

V. **Website & Social Media Report**

Pat reported that they got a different template for Wordpress. Scott going to work on it. Facebook being managed by Sam (thanks Sam!). Other people linking to our Facebook page.

VI. **Race & Event Reports**

- Open Streets September 8- Todd said it was successful. They got gift certificates some interesting gifts. A lot of kids. There were two heats. Some kids were very small. We expect for it to continue twice a year possibly.
- Mt Helena Classic-September 14. A flyer was circulated. Sponsors not locked in. Lila is a co-race director. Profit \$275 (a little more income from main sponsors). Did not order as many tshirts. A few tshirts left over.

Jeff stated that they did purchase stop signs and safety vests. Appropriated \$600 and spent about \$517. There were good comments on the race. 53 total participants. The year before was 70. Put together a checklist for the race. Also put together a Race Director Checklist. Jeff is open to suggestions for marketing to try to get around 100 people.

The plaque was donated by Dr. Burgess. Currently cannot be found. Bill Schneider said once it was at the chamber of commerce. Got a cost estimate of a replacement plaque for \$300-\$350. Where would we put it? Library? Basecamp? Helena TBID? In the Capitol?

Samsara suggested checking with the Historical Society for plaque/archives.

We may want to institute a 2 hour limit for competitors.

- Montana Cup-November 2- had a good race. Impressed with turnout and performances. Brought home master cups for the men. Still invite Jeff to come forward to be reimbursed. He suggest we re-direct any reimbursement toward the Mt Helena run plaque. Will build in sodas and trivia prizes in the budget for the future.

Pat made the same reservation as last year. Should be around \$800. Next year will be Missoula. 2015 will be our turn (Helena). Several ideas include golf courses and ranches.

VII. Upcoming events

- Speaking of Running Mike reported that we cannot get running analysis from Jane O'Driscoll. But we could potentially use the gait analysis tapes. Dr. Steele or Dr. Walton might be a possibility as speakers. Dr. Steele would be willing to help sponsor a first class running clinic. Who would we like to look at? Let Mike Fanning know if you have ideas.

Looking at doing speaking of running: January, February, March. Samsara would like to help do one on running safety. Location potentially at the Staggering Ox.

- Ales for Charity –Samsara stated that she didn't hear back. She got the application in. Optimistic that it will happen in March again.
- Blackfoot charity night will be for 2015, as they are booked up for 2014.
- HEAT Meet- Sean reported that the HEAT Meet will be June 8. Sunday before the Gov Cup and kids get out of school. In 2013, 170 kids registered. 150 kids competed, even with the rain. \$1900 in donations. \$700 left over. Were able to get tshirts. **Left over \$134.89 to be deposited with HVR.** Next year the sponsorship money will be funneled through HVR. Will be tax deductible for donations. Jeff and Pat will look into arranging fully automatic timing.
- Sean discussed a youth track proposal and Samsara thought we should throw it out to the membership to see if anyone would be interested in it.

Todd suggested having a method to gauge how much involvement HVR should have. Rather than arbitrarily giving out donations, have a semiannual grant program (and possibly out-of-cycle grants too). Have some type of screening criteria that involves our mission, vision and goals. Janet sent out an email, and how BCBS does its grant process. Jeff's concern was the cost in time, and whether an event would be sustainable over time. Helena Dynamos have a good model on how they get youth involved (lots of parental involvement).

Pat mentioned that his long term goal is to hire a half-time HVR staff person.

Scott thought that administering a youth grant program might be an activity for the staffer. We would need to have the applicant be specific in what they

need. Make them submit an application and go through the work of what they plan to do.

- The group again discussed the benefits of encouraging and tracking volunteer hours. "Pick an event, come out and support the HVR . . . and by the way, wear your jersey!" Tracking hours would be useful for grant applications as well.

VIII. 2014 preparations

Pat completed the calendar and track schedule and we're waiting for insurance to complete the application to the school district. HVR members need to renew before the RRCA deadline of January 31. Once you do, you can actually print off an official HVR membership card from the runsignup website (as witnessed) -- cool!

We're expecting about 200 members, which would cost HVR \$1095 for RRCA membership and insurance.

IX. 2014 budget

The budget was passed around reported as being conservative. The estimated year end balance is \$7,468.61.

Discussion ensued:

Should we collaborate with Carroll College and split the cost of porta potties and remove one?

Samsara noted that there is a Federal Charitable Giving Campaign. We should look into it.

Pat reported that HVR may receive a donated clock from BCBS.

Items that may need tweaking -- \$1290 for promotions may be high -- instead of shirts, we could offer mugs, water bottles, or some other creative incentive.

We should consider adding line items for Todd's grant program idea, and also for the HEAT Meet.

For now, Scott moved to approve budget. Todd seconded.

Motion passes unanimously. Initial budget attached to these minutes.

X. Upcoming Elections

The list of potential candidates for the six board positions coming open next February includes the following:

Pat Judge (Interested)

Ann Seifert (Interested)

Lila Thomas (Interested)

Sean Connolly (Interested)

Rebecca Shaw and Jesse Zentz are potentially interested, but we will put out a general call to the listserv.

Also, every year we redo the officers. Board members are encouraged to consider running for an officer position. With Chris Colberg leaving the board, we will definitely need a new Treasurer. Primary responsibility is issuing checks, picking up mail, and sending the acknowledgement post-cards.

XI. Other Discussion Items

Trolley up to ridge trail- what would it take to be listed as a sponsor on the trolley. Todd will check into it.

Thanks to Lila for the treats.

XII. Adjournment

At 8:46 pm, Pat adjourned the meeting.

Next meeting date: February 17, 2014 according to our usual schedule, but the final date will be decided by doodle poll.

Minutes prepared by Carolyn Blasch, with minor input from Pat Judge.

Addendum

On February 19, 2014, Carolyn Blasch moved that HVR send letters of support to Prickly Pear Land Trust (Mount Ascension parcel acquisition) and City of Helena (permanent restroom facility at Mount Helena trailhead). The motion passed with additional support from Todd Younkin, Erik Makus, Ann Seifert, Jeff Thomas, Lila Thomas, Chris Beskid, Sean Connolly, and Pat Judge. No board members expressed opposition.

2013 HVR BUDGET AND FINANCIAL STATEMENT

YEAR	12/17/12	Actual
STARTING CHECKBOOK BALANCE	\$5,093.95	\$5,093.95
Event Proceeds		
HEAT Meet		\$134.89
August Road Race	\$654.00	\$700.00
Mt. Helena Run	\$3,000.00	\$2,595.00
Contributions & Other Income		
Individual Contributions or Memberships	\$3,000.00	\$5,012.00
BCBS -- Governor's Cup Assistance		\$1,000.00
Montana Cup Bus Fare and Donations	\$300.00	\$681.00
SECGC	\$252.93	\$403.19
Singlet Sales		\$125.00
Clock Rental (Early Bird, Run for Youth, Hope for Haiti)	\$75.00	\$80.00
Lewis & Clark Brewery Ales for Charity Fundraiser	\$403.00	\$295.00
Sale of Water Jugs to Team Great Divide (4 x \$15)		\$60.00
TOTAL INCOME	\$7,684.93	\$11,086.08
Event Expenses		
August Road Race - porta potty	-\$54.00	-\$54.00
Mt. Helena Classic	-\$3,000.00	-\$2,314.47
Montana Cup (Transportation, Trivia, Pop, Engraving)	-\$800.00	-\$792.00
Contributions Paid Out		
Helena High School Cross Country (August Road Race)	-\$300.00	-\$250.00
Capital High School Cross Country (August Road Race)	-\$300.00	-\$250.00
Broadwater County Cross Country (August Road Race)		-\$200.00
Jefferson County Cross Country (August Road Race)		-\$50.00
HEAT Meet	-\$100.00	-\$100.00
Charitable: L&C Search & Rescue	-\$100.00	-\$100.00
General & Administrative Expenses		
2013 RRCA Membership & Insurance	-\$685.60	-\$846.60
Porta-John for the Track (Vigilante Stadium)	-\$420.12	-\$413.10
State Filing Fee (Secretary of State)	-\$15.00	-\$15.00
Volunteer Recognition	-\$45.00	
Web & Listserv Expenses	-\$186.14	-\$198.17
Office (PO Box, Postage, Checks)	-\$91.00	-\$97.75
Promotion - Bumper Stickers	-\$73.00	\$0.00
Brochures (donated by BCBS)	-\$200.00	\$0.00
SECGC Application	-\$60.00	-\$40.00
Advertising (IR Summer Things to Do in Helena)		-\$176.00
Board Retreat Expenses (Fuel)		-\$220.00
Caps		-\$713.30
Singlets		-\$570.18
Flag		-\$274.55
Equipment (Stop Signs, Safety Vests, Digiroller II)	-\$600.00	-\$692.00
TOTAL EXPENSES	-\$7,029.86	-\$8,367.12
NET PROFIT	\$655.07	\$2,718.96
YEAR-END BALANCE	\$5,749.02	\$7,812.91