

Helena Vigilante Runners

Board Meeting #51

Meeting Minutes

February 17, 2020

-- action items bolded below --

I. Call to Order

Patrick Judge called to order the 51st meeting of the Helena Vigilante Runners at 7:02 pm on February 17, 2020 at 107 W. Lawrence, 2nd floor conference room.

II. Roll call:

The following 11 board members were present, making a quorum:

Pat Judge, President
Jeff Thomas, Vice President
Sarah Urban, Secretary
Ann Seifert, Treasurer
Julie Ackerlund, Board Member
Sean Connolly, Board Member
Beau Downing, Board Member
Joel Harris, Board Member
Erik Makus, Board Member
Abigail McLane, Board Member
Christy Stergar, Board Member
Emily Thiessen, Board Member
Jesse Zentz, Board Member

Regrets:

Jason Brown, Board Member
Shiloh Hernandez, Board Member

Guests:

Ben Quiñones, HVR member

III. Minutes

• Jeff Thomas moved adoption of the November 11, 2020 minutes. Em Thiessen seconded the motion, and the motion passed unanimously.

IV. Board Election Report

• Erik and Sarah discussed the recent, and first ever member-wide board election.
• The election was successful, but they suggested a number of improvements.
• The specific suggestions were emailed separately by Erik, along with some great election analysis. **Specific changes to our bylaws and/or election policies will be drafted before the next board meeting, and considered for adoption at that time.**

V. Officer Elections (President, Vice President, Secretary, Treasurer)

- Pat appointed Erik to run the officer election, seeing as the Secretary was participating as a candidate.
- The existing officers all indicated interest/willingness in serving an additional term, and no other board members expressed an interest to run. Consequently, Erik proposed a "slate" approach, whereby all positions would be voted on concurrently. There were no objections, all voting members* were in favor of the slate, and the officers renewed their positions. (*At Jeff Thomas's suggestion, the candidates abstained from the vote.)

VI. Financial Report

- Checkbook Balance as of 2/17/20: \$17,661.78
- Membership Status -- Julie Ackerlund report that the membership drive with the new policies was successful. The goal of 100+ paid renewals by year-end 2019 was surpassed, with 135 members. This was lower than our peak levels of ~200 members, but some attrition was expected going to a paid membership system. The fundraising goal was also surpassed, with many of those members signing up at the \$50 "medalist" level, or the \$100 "champion" level rather than the standard \$25 "individual" level. The swag item (gloves) turned out well. 50 have been distributed so far, but that will pick up once workouts begin. **Julie suggests ending signup on December 15th next year. Question -- do Novas members also qualify as Vigilante members, eligible for workouts, etc.?**
- Year-End Report -- Pat had emailed a 2019 report, including charts showing:
 - Year-End Balance figures
 - Revenue figures
 - Membership figures
 - Workout attendance
 - Race attendance
- Budget -- Pat had also distributed the final "Budget vs Actual 2019" spreadsheet (P&L statement), and a draft 2020 budget. The 2020 budget is largely just an amended version of the 2019 budget. Pat emphasized a few key items:
 - \$4500 income, "Big Ask" from Blue Cross, same as last year (thank you Sean!)
 - \$1000 income, Kylie Hartnett Gatorade Athlete of the Year donation to Novas
 - \$1000 expense, HVR website rebuild
 - \$750 expense, MT Cup website rebuild
 - decision to run Sun Run donations through Sleeping Giant Citizens Council to make sure HVR doesn't exceed \$50,000 in annual revenues (990 form)
 - \$1000 income, Windbag Community Night (thank you Sarah!)
 - Need to be there at 4:30 to set up a table.**
 - Need to be present from 5-9.**
 - Emily will make silent auction baskets.**

Jeff Thomas moved adoption of the proposed budget, Jesse Zentz seconded, and the motion passed unanimously.

VII. Governance Calendar

- Pat reported good progress on the start-of-year organizational checklist items:
 - 2019 Tax Return (Form 990-N)

- Secretary of State Filing
- Track Permit
- Annual Report
- 2020 Conflict of Interest Form – **Signed by members present**
- Remaining items include:
 - **Posting Races to Key Websites (rrca, 406running, etc.)**
 - **Updating the Website (in process)**
- Sponsorship Policy
 - Jeff: Sponsorship agreements should only be entered into if consistent with our mission. We need a mechanism to deny a sponsorship if needed.
 - Ben: An application procedure could make sense.
 - Sarah: Set an amount for recognition on the website.
 - Pat: Maintain policy of not putting corporate logos on racewear, etc.
Defer action until it's clear that a policy is needed.

VIII. Novas Report -- Jesse

- **Website – Novas**
 - There are 200 kids who don't know where the website is. We need an obvious division on the webpage. We need to have information on what it means to be a Nova and a USATF member.
 - Make a format that is more usable
 - Is it worth having a redirect? Have large buttons on the main page?
 - Add FAQs.
- **A Novas social media page (Instagram and Facebook)**
- TeamSnap isn't built for track. The paperwork is difficult. Another option is **SportsEngine**. Waivers, registrations, etc. are able to be submitted. \$250 for the setup and 1-time fee. The premium is \$750 per year. This year it would be best to pay the \$250 and use the other communication channels to see if it is working.
- In the past there has been a low registration fee and we ask for meet fees as the season progresses. **Suggest to change to include the JO state and regional meets. Looking at a \$90-100 fee. Add 3 mini meets for the little kids during practice times.**
- **Universal Athletic store will be opened again.**
- 1st day of practice for Novas will be May 11th for kids not in other sports. Practice will go until July 20th.
- The track use costs \$30
- **Bill Hurford, the local pole-vaulting coach, would like to join the Novas.** There would be an upcharge if you are a vaulter.
- NXR – 21 kids. Girls finished 13th. Kylie was 10th overall. She competed at Nike Cross Nationals – 62nd.
- Bozeman indoor and Simplot indoor meets. 3 CHS and 7 HHS kids. Trey competed for the Novas (2nd). Kylie and Odessa made it on the podium.
- **Pat will work with Jesse to get him better access to QuickBooks.**
- Eric Gomes is going to lead fundraising.
- Novas coaches are getting USATF coaching certifications, not just SafeSport.

IX. Program and Event Reports

- Track Workouts (Tuesday, 3/17/20) -- Pat
 - 500th workout coming up
- Trail Workouts (Thursday, 3/19/20) -- Beau
- HEAT Meet (Thursday, 5/28/20) -- Sean
 - Turbo Javs this year instead of softball thro
- Governor's Cup (Saturday, 6/13/20)
 - Discount code for club members ("vig2020").
 - 3 Olympic Trials competitors will be competing.
 - Treasure state trifecta: Missoula, Gov Cup and Bozeman half marathons.
 - State games virtual 5k.
 - Kids marathon
 - hoping for 1000 kids this year
 - It will start in waves at Centennial Park.
- The August (Thursday, 8/20/20) -- Pat
- Mount Helena (Saturday, 9/19/20) -- Beau
- Sun Run (Saturday, 10/3/20) -- Joel & Pat for Shiloh
 - will partner with the school district again this year
 - Bryant & Central will hopefully have their panels this year
 - hope to get panels on Jim Darcy as well
- MT Cup (Saturday, 10/31/20, Butte, Halloween!) -- Pat
- JOXC/Fall Classic (Saturday, 11/7/20, Bill Roberts) -- Jesse
- Speaking of Running -- Joel
 - Nick Symmonds at Gov's Cup?
 - Michele Zentz on yoga for runners?

X. Closing Items

- Other Announcements & "Round Robin" Session
 - Beau: Get collapsible cups (usable in races) for swag item next year?
- Next Meeting Date -- Monday, May 18, 2020
- Adjournment -- 8:30ish

Minutes prepared by Sarah Urban and Pat Judge.

Addendum

- On March 15, the Board decided (electronically, and with no dissenting votes) to suspend the Tuesday-at-Noon interval workouts and the Thursday-at-5:45 trail workouts until further notice. The following message was sent to the vig listserv and posted on the website:

Out of an abundance of caution, we've decided to hold off on the 2020 season of Tuesday-at-Noon and Thursday-at-5:45 trail workouts until coronavirus concerns have abated. While this was a difficult decision, with a robust discussion among the HVR board members, ultimately we were swayed by the following points:

- *our mission: “to promote **health**, fitness, and community through group training runs, races, and social events in the greater Helena area, and to educate the public about the **health** benefits of running” (emphasis added)*
- *that our workouts tend to involve proximities much closer than the recommended 6 feet of social distancing*
- *that people can transmit the disease long before they themselves exhibit any symptoms*
- *that HVR members of all ages should feel comfortable and welcome to attend any and all of our workouts and events*

As some of our board members noted, exercise remains a key ingredient in maintaining healthy bodies and immune systems, so we would absolutely encourage folks to continue to run — but to do so in a safer environment than the group workouts, for the time being. Thank you for your understanding. With any luck, things will be back to normal in a reasonably short timeframe.