

Boulder Road Runners

Minutes of Board Meeting held on Saturday, December 7, 2024

Call to Order at 4:06pm

Quorum established with 6 of 7 Board Directors present

Absent - Board Secretary; minutes compiled by President with input from all members

Committee Updates:

Treasurer - Flavio De Simone

- FY 24 results are consistent with the approved budget; no major variances.
- Aspire OTQ will have a carryover to 2025 of approximately 10 - 15% of funds raised as some athlete reimbursements were less than anticipated

Track / Events - Todd Straka

- Begin working on 2025 plan in January

Aspire OTQ - Chris McDonald

- A Program Recap is in development that will summarize Aspire OTQ results from the past 18 months. The Recap will be used to solicit future donations, sponsors, and grants. Marcey Cote, Aspire OTQ Committee members, and Joey Berriatua, Athlete Representative, are leading work on the Program Recap.

Membership - Kate De Simone:

- Switch to an "Annual membership" from a "12 month membership" begins Jan 1, 2025.
- The Club moves to a December 31 year end, consistent with the Club's Financial Policy for an annual budget. The change is consistent with the USATF annual membership.
- The annual membership rate will stay the same through 2025 with intent for the 2025 Board to consider a membership increase and/or tiers that would begin in 2026.
- At the discretion of the Membership Chair, a member who renews their membership in the last 3 months of 2024 may be extended through December 31, 2025 as part of this transition. The intent is to give the Membership Chair the discretion to resolve complaints that might arise from any individual members.

Agenda Topics:

- **Financial Policy:**
 - Treasurer reviewed proposed updates to the Financial Policy to bring them up to current day practices, including the use of digital banking, removing obsolete sections that appear in other policies, etc.
 - Propose changes to "Internal Controls" for digital banking and added a section called "Statement of Authority" for obligating the Club to commitments and approving payments
- **Bylaws Update:**
 - Deb Conley, Club Vice President, and Chris McDonald, Club President, reviewed a draft of new Bylaws for the Club. Notably, the Club is an affiliate of the RRCA; and, the Bylaw update would bring the Club up to the current RRCA standard.

Next Actions:

- A motion was made, and approved without objection, for the Board to recommend the new Bylaws and Financial Policy to membership. Membership will vote to approve (or not) the Bylaws and Financial Policy in the Club's next general election.
- The Board proposed the Annual Meeting of the Members will take place on either January 5, 2025 or January 12, 2025. The Club's Membership Chair will confirm availability of the desired meeting space.
- At Large Member, Todd Straka, and Club President, Chris McDonald, will prepare a communication to members to be sent as soon as possible on the date of the meeting and timeline for the Club's annual election of Club officers.
- Club President, Chris McDonald, confirmed his previously stated intention not to run for a fourth term as President, and to endorse current Club Vice President, Deb Conley, for the President position consistent with the Board's succession plan.
- All other Board members present confirmed intentions to run for re-election to the Board for the 2025 Club year.
- Should Members pass the the revised Bylaws, thereby changing Board member terms to two years and the intention that no more than 4 of 7 roles should be up for election at one-time, then the Board determined the term for each role for 2025 shall be as follows:
 - Two year terms: President, Treasurer, Membership Chair, At-Large #1
 - One year terms: Vice President, Secretary, At-Large #2

Meeting Adjourned at 5:15pm**Resources:**

[Bylaws of the Boulder Road Runners \(Updated\)](#)

[Boulder-Road-Runners-Financial-Policies-and-Procedures-Modified-Dec-2024](#)