

2010 Board Meeting Minutes Annual Report

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2010 January Meeting Minutes

Lakeland Runners Club

January 11, 2010 6:35 PM YMCA

The January Board meeting of the Lakeland Runners' Club (LRC) was convened at 6:35 p.m. on Monday, January 11th at the Lakeland Family YMCA in S. Lakeland.

President Rob Mason called the meeting to order.

The following board members were in attendance: Rob Mason, Linda Snavely, Joe Del Valle, Dave Quarles, Bob Harter, Joe Stein, Julie Landrigan, Louis Irwin, Rhonda Fosser, Mark Zimmerman, Will Strouse, Bryan, Graydon and Nick Sudzina.

Julie Landrigan gave the Treasurer's report and noted that each race the club has put on has been profitable. The account balance is \$29,104.47 and the club moved to approve a donation to the YMCA and asked Bryan Graydon to make the arrangements for a representative of the Y to come to the next board meeting so this can be accomplished.

There was considerable discussion on the payment plan for the club for assisting with race events and the proposed changes. The changes in the plan were discussed and several changes were made. Bryan said he would email the approved changes to the board after the meeting (this has been done). The most significant change eliminates the \$200.00 service plan. The club also lent considerable discussion regarding whether board members should be paid for any tasks they perform at races that the club assists with. The RRCA provided an opinion that board members should not be paid; however, board members can be reimbursed for actual expenses, as long as a receipt, invoice or statement is submitted to the Treasurer.

The board discussed assistance requested at area races when insurance is at issue. It was decided that any organization that solicited assistance from the club would need to produce an authentic document showing that the event was insured, as well as the runners and all volunteers and officials helping at the event.

The election of club officers was discussed next. Motions were made, seconded and approved for the following slate of officers for 2010: President-Bryan Graydon; Vice President-Mark Zimmerman; Treasurer-Julie Landrigan; Secretary-Nick Sudzina.

Mark Zimmerman provided the board with an update of sponsorships for the RRCA Convention that will take place at the Lakeland Center in April. He asked the board to think of any more sponsorships that are possibilities and to let him know. Other planning for the Convention is proceeding as anticipated. Will Strouse, as race director for the Run-the-Lakes races, to be held in conjunction with the Convention, provided a draft of the race brochure. The club discussed the starting times for the races and agreed that there should be no charge for children and no race-day registration. The cost of the races was discussed as well as the number of age groups.

The board agreed to provide a club presence and to assist with the Health Fair, hosted by the Polk County School Board, at the Highland Park Church of the Nazarene on March 6th.

Rob Mason presented a proposal for a new design for the Mayfaire awards. He will present this to Rich Wills, the race director for that event for final approval. The club agreed to go 5 deep in the standard age groups for that race.

Nick Sudzina discussed the plans for the Guardian Gallop at Lake Hollingsworth on January 30th.

The board agreed to table discussion of the purchase of a new clock until the next meeting.

Bryan discussed his plans to enhance club membership. This would include the provision of race vouchers that could be awarded when individuals renew their membership or new members are received. The club members that joined or renewed would be invited to come to a club meeting to receive their race vouchers. It was decided that anniversary renewal dates would be given to the club members as opposed to the same date for all members.

The board then discussed the posting of other area races on the club's website. It was decided by the board to post all area races on the site, with the LRC races highlighted and the race director and contact information for all races will be listed. If an area race conflicts with a club race, that race will not be listed on the website.

The next board meeting is scheduled for February 8th at the YMCA at a time to be determined by the club's president.

Respectfully submitted,
Nick Sudzina

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2010 February Meeting Minutes

Lakeland Runners Club

February 8, 2010, 6:20 pm YMCA

The February Board meeting of the Lakeland Runners' Club (LRC) was convened at 6:20 p.m. on Monday, February 8th at the Lakeland Family YMCA in Lakeland.

President Bryan Graydon called the meeting to order and the following board members were present: Linda Snavelly, Joe Del Valle, Dave Quarles, Bob Harter, Will Strouse, Bob English, Joe Stein, Louis Irwin, Rhonda Fosser, Eric Dickinson, Mark Zimmerman, Bryan Graydon, Robert Scott, Rich Wills and Nick Sudzina.

Others present: Rob Mason

Bryan Graydon announced that Club Treasurer, Julie Landrigan, would not be present and therefore no financial report would be provided at tonight's meeting.

Linda Snavelly announced her resignation from the board.

Will Strouse brought up the matter of the club's prospective sponsorship of the Lakeland PAL Track and Field Club that qualified for the AAU national meet in Clearwater in June. Motion was approved to provide a \$900.00 sponsorship to this organization.

Dave Quarles discussed the club's purchase of a new two-sided clock for future events. The clock would need to suit the club's needs. There was considerable discussion on this topic as well as the possibility of selling the club's old clocks and purchasing a chip timing system. The club decided to appoint a committee comprised of Louis Irwin, Bob Harter and Dave Quarles to study the options for the club and come back in March with a recommendation for the club on what to do about purchasing any new clock (s) and selling the old clock (s). The club also discussed having a "mini-seminar" that would train newbies on how to operate the clock at future running events so the same club members would not always get saddled with this task.

Bryan Graydon asked the club members if anyone can assist in staffing the Senior Games Health Fair next month. Rob Mason, Linda Snavelly and Joe Del Valle agreed to do this.

Mark Zimmerman brought up the prospect of staffing a booth for the club at the Polk County School Board's Health Fair in March. Mark can do this part of the day but other club members will be needed. Mark asked that an email message go out to the membership to solicit other volunteers.

Bryan Graydon discussed the upcoming non-club races and who has the responsibility of assisting with those events for which the club has been asked to provide assistance. These races include Loop-the-Lake on February 20th, Race for the Arts on March 6th, the Polk Senior Games on March 13th, the Rock, Walk & Run on March 13th, a Steeple Chase on March 25th, and the YMCA Corporate Cup on October 30th. The Tiger Trot on April 3rd was added to the list. Some board members have already pledged to assist with some of these events and others are needed.

Mark Zimmerman said he will provide an update of the RRCA Annual Convention at the March meeting. Mark informed the club that the only “championship” awards given in the 5K will be for the overall male and female winners. The race is not age-specific for the national championship category. Mark said there are some requirements that the club will be required to fulfill, but that none of them are insurmountable. Will Strouse asked about a budget for the race events the club will host during the convention. It was decided that since this is a national event and runners and others from around the country will be attending, that this event needed to be a class act and that expenses incurred by the club and Polk County Sports Marketing should be sufficient to cover costs. Mark said that Polk County Sports Marketing will pay for any overages apart from the club’s budget. Will and Mark will confer about a budget for this event.

Bryan Graydon discussed the concept of a scholarship program that the club would sponsor with profits the club generates from memberships and race events. Previously, the club provided scholarship money in the name of Heather Rimmer from proceeds collected from the Watermelon race series. After many ideas and much discussion, the club decided to support the YMCA Youth Running Club operated by Rhonda Fosser. Bryan Graydon will appoint one other person from the club who will serve with him in an advisory capacity to Rhonda’s program. The club will be kept informed of any of the club treasury that will be donated for this purpose. Bryan said he will obtain information from the Polk Education Foundation to see how they administer their scholarship awards.

Rich Wills talked about the Mayfaire 5K on May 8th. Since this is such a large event, there is much volunteer help needed and he asked all board members to assist in some way, if they can. An effort will be made to use the same chip timing system that was used last year. The club approved the expense of running an ad in Race Place Magazine and Florida Running and Triathlon Magazine. Help is needed for registration, media coverage, sponsorship, and food arrangements. Rich is also seeking someone to serve as co-race director with him.

Rich Wills discussed the signs he had made for the Rotary 5K starting line. These signs are designed to have runners line up by their anticipated running times and were deemed helpful at the Rotary race. Rich asked the club if it would consider paying for half the cost of the signs (\$300.00) and he would fit the bill for the other half and donate the signs to the club. After discussion, the club decided to pay Rich the full \$600.00 for the signs. They will be used for other events with a large field, including Mayfaire.

Rich Wills informed the board about the Valentine’s Day Hope and Souls for Haiti Project. This is an opportunity for club members, or anyone else, to run with members of the Hansons-Brooks Distance team and provide a donation to the victims of the disaster in Haiti. This event will take place at Lake Hollingsworth at 7:00 a.m. on February 14th.

Rich Wills is soliciting ideas from the board to host an LRC Member Appreciation Day at Fitniche. Bryan Graydon and Rhonda Fosser will work with Rich to come up with some ideas for his consideration.

Bryan Graydon informed the club that it will help clean up the shores of Lake Hollingsworth on March 20th and asked any board members to come out that day to help if they can. Bryan also reminded the club of the general club meeting on Thursday, February, 11th at the Red Elephant and said he will distribute an email reminder to the club membership this week.

There being no further business, the board meeting was adjourned.

Respectfully submitted,

Nick Sudzina
Secretary, LRC

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2010 August Meeting Minutes

Lakeland Runners Club
August 9, 2010 6:25 PM YMCA

The August Board meeting of the Lakeland Runners Club (LRC) was convened by Vice President Marc Zimmerman at 6:25 p.m. on Monday, August 9th at the Lakeland Family YMCA.

Board members present were Dave Quarles, Joe Del Valle, Rhonda Fosser, Julie Ball, Louis Irwin, Marc Zimmerman and Nick Sudzina. Kim Roberts was also present.

Marc Zimmerman chaired the meeting in the absence of President Bryan Graydon. The minutes from the July board meeting were approved. Marc mentioned that Kim Roberts and Gail Hardy, both of whom attended the July board meeting as prospective board members, have voiced their wish to join the LRC board. The board voted unanimously to add Kim and Gail to the board.

Julie Ball presented the Treasurer's report and presented the financials for the Watermelon series to date. Julie also informed the board that the CD has matured and will roll over automatically unless the board pursues another course of action. Julie said she would contact Bill Little from Platinum Bank about the club's options. The board voted to approved Julie's report.

Dave Quarles discussed the next Watermelon race with the board and said historically, the last race of the series is the largest in attendance with the X-country teams coming out and the commitments made so far from the area high schools. The average attendance for the first 3 races has been over 700 runners and there may be between 900-1000 runners on August 21st. All board members are being asked to help out if they can and the at-large membership will be asked at the next club meeting to help also. Dave expressed his concern about the expenses for Watermelon since the shirts and trophies will cost more this year than previous years. Julie reminded the board of the previous discussion about race directors' obligations to propose a budget to the board for approval for all LRC events next year. This should help prevent any problems with going over budget or running rampant with expenses without the board's approval. Julie volunteered to contact all race directors for the remaining LRC races this year to make sure they bring a proposed budget for their race to the board for approval prior to expenditures.

Julie brought a proposal to the board about the holiday party in December. Arrangements have been made to have this event at the Oak-K Farm in Lakeland on December 11th at 6:00 p.m. Each club member would pay \$5.00 and non members would pay \$10.00. After a lengthy discussion about the date, the budget, the location and other logistics, the board voted to approve this event and the budget that was presented.

Marc Zimmerman discussed the concept of creating various LRC committees in an effort to recruit more club members to help with various projects. This item will be discussed at a future board meeting when more members are present.

Marc informed the board that the MidFlorida Mayfaire 5K Race is in need of a race director for 2011. A structured action plan is needed to start the planning for next year's race in the next few months.

The board elected not to manage the Citrus Classic 5K in 2011 for the Winter Haven Hospital Foundation. That group had asked the club to assist with their event pro bono.

The next board meeting was scheduled for Tuesday, September 7th.
There being no further business, the board meeting was adjourned.

Respectfully submitted,

Nick Sudzina
Secretary, LRC

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2010 September Meeting Minutes

Lakeland Runners Club

September 7, 2010

Members present: Bryan Graydon, Bobby Harter, Joe DeValle, Will Strouse, Gail Hardy, Kim Roberts, Eric Dickinson, Louis Irwin

The meeting was opened by Bryan Graydon with a review of the current treasurer's report. The overall net loss of the SSWS was discussed along with the detailed expense report for the race series. Gail did inquire if race director. The motion to accept the report was made and seconded and accepted by the board.

The next item was the Lakeland Runners Club Scholarship and its funding. The money for the scholarship was supposed to come from the profits of the SSWS, but since there no profits it was discussed whether the scholarship should still be funded from the general account and if so how much. Will Strouse motioned that we give \$1000 annually to the scholarship, with the money coming from the SSWS profits when they exist or the from the general when they don't. This was seconded by Louis Irwin and passed unanimously by the board.

The board reviewed the upcoming fall races and the status of each. Louis and Bobby were helping with the Aching Quad Series this weekend. The club is timing the Heather's Hope Foundation 5K Run/Walk on October 9th and Louis, Bobby and Sherry Harter, Rob Mason and Steve Hanken will be helping with this race.

Bryan reported to the board on the status of the Go Green 5K and everything is on schedule with the race preparation. The details of who and what was needed at the Red Ribbon Run were not known, but Nick Sudzina will be contacted for more information.

Will Strouse spoke about the Lake to Lake 10K in November and shared his draft of the entry form. He wanted board approval on the entry fees for pre-registration and race day. The board approved his proposal. Will is going to contact Bob English and Dave Quarles in regards to the course and permits and Nick Sudzina about the race sponsorship.

Eric Dickinson talked to the board about his idea of the board purchasing an enclosed trailer to haul around race and timing equipment. It was brought up that this was discussed years ago and some of the concerns then and now were cost and storage fees. Eric was going to do further research on this matter and get back to the board at a future meeting.

Louis Irwin proposed the club purchase a new digital clock for race timing. Discussion ensued on whether or not the clock was compatible with our current finish line structure or if a new apparatus would be needed to help the clock. Louis will do some more research on this and report back to the board with his findings.

Bryan Graydon briefly talked about some proposed club committees for 2011 to try to gain more member involvement and improve certain aspects of the club. Board members were given handouts outlining possible committees and their responsibilities.

Next Bryan discussed the proposed Mayfaire committees for next year's race. This will be revisited during future board meetings.

Bryan proposed his Frequent Miler program to the board for 2011. Club members earn "miles" for running or volunteering at LRC races, attending Tuesday and Thursday night workouts and attending monthly meetings. Once enough miles are accrued, members can receive a special shirt, car license tag and entry into prize drawings. The idea was a rough draft and needs some polishing but with the board's consent Bryan will follow up on the idea and come back next month with more concrete facts and figures.

Finally Bryan proposed that the membership database and renewal service be switched from Abooma to Race-It. He told the board of the features of Race-It that would be beneficial to the club and that there is no cost to the club as the service maintains itself through nominal processing fees. Louis and Joe Stine did raise two questions that Bryan said he would try to get answers to and report back to the board.

The board was adjourned and will meet again on October 11th.

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2010 October Meeting Minutes

Lakeland Runners Club

October 11, 2010

Member in attendance: Bryan Graydon, Julie Ball, Bobby Harter, Dave Quarles, Will Strouse, Rhonda Fosser, Kim Roberts, Gail Hardu, Marc Zimmerman, Rich Wills, Bob English

Bryan opened the meeting by asking Gail to share with the board about Katherine Switzer, the first woman to compete in the Boston Marathon, coming to our area.

Julie presented the Treasurer's report to the board and went through each race income statement for the year so far. Bryan told the board that he, Marc, Julie and Nick had meet the week before to discuss a proposed budget for 2011 and Julie said she have that ready to present to the board before the end of the year. Will motioned to accept the treasurer's report and that was seconded by Marc and agreed upon unanimously by the board.

Bryan proposed to the board that Milton Lyons be considered for the vacant race director position for the MIDFLORIDA Mayfaire 5K. Rich added that he had been directing races since he was in high school and was confident that Milton would do a great job. Bryan proposed Mayfaire race committees to not put the burden of the race on all one person and have other members use their strengths to help make it even more successful. Bryan also said he would double-check building reservations and secure the date with Florida Road Race Management to time the event as they have done in the past.

Bryan update the board on the Go Green 5K and everything was ready to go. He shared an example of the seeded paper bibs that had just arrived earlier that day.

Bryan gave the board the details from a meeting he had just had with representatives of the YMCA about the upcoming Livestrong 5K (formerly the Corporate Cup Challenge). The LRC will time the event and the YMCA still had to decide upon the awards and age groups they would have.

The board discussed the Red Ribbon Run and how the timing equipment would get to GJHS. There was then discussion of how to make the event more appealing and fun for kids and to keep them excited about and interested in running.

Will gave an update on the Lake to Lake 10K. He held off putting out race applications while he sorted out a conflict with another event that same morning on Lake Mirror. It was decided that the start and finish line would be adjusted to avoid overlapping with participants from the other event. The course will be an accurate 10K course, but due to the changes, it will not be certified. The start time was also moved to 7:30am. Will shared with the board the shirt design for this year and Dave had the application for LPD services filled out and ready to turn in.

There was a short discussion of pending race dates for 2011 and then the meeting was adjourned.

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2010 November Meeting Minutes

Lakeland Runners Club

November 8, 2010 6:20 PM YMCA

The November board meeting of the Lakeland Runners Club (LRC) commenced at 6:20 p.m. at the Lakeland Family YMCA.

Present at the board meeting were Bryan Graydon, Kim Roberts, Louis Irwin, Eric Dickinson, Robert Scott, Joe Del Valle, Joe Stein, Marc Zimmerman, Rhonda Fosser, Dave Quarles, Julie Ball, Will Strouse and Nick Sudzina.

President Bryan Graydon opened the meeting by distributing the agenda and commencing with the action items on the agenda. The first item discussed was the expenses incurred by the YMCA Running Group that is directed by Rhonda Fosser. After discussing this item, the club voted to approve to pay for the expenses incurred to date.

The next item discussed was the proposal to create 5 club committees, each of which would be chaired by a board member. The thought here is that the club members would have an opportunity to serve on a committee and the board would receive additional volunteer help from other club members. The 5 committees are: Social, Membership, Training, Communications and Races. The various roles of each committee were discussed and the club opted to create these committees. Bryan asked the board members to volunteer to chair any committee and to volunteer to serve on any of the committees.

The board next discussed the "Race It" website that provides a database to link to all LRC events. Club announcements could be posted here and the site has the capability of recognizing LRC members in the event a club discount was to be applied to any club races. The site would not enable someone to register for an event but only attain information. Will Strouse discussed the good experiences he has had with Active.com for race registration and did not want the club to abandon the use of that site.

The board then discussed the number of unclaimed race forms that were to be awarded when a club member renewed their membership or a new member joined the club. The board agreed to have Bryan mail the race forms to the members.

Bryan proposed the "Frequent Miler Program" to the board and explained the concept of awarding "miles" to club members for their attendance at club races, attendance at monthly meetings, participating at club workouts and volunteering at club races and community activities. Various tiers of awards would be given for these activities that would accumulate from January-November each year. The club endorsed this concept and further discussion regarding implementation will be held at the next board meeting in January.

The Go Green 5K was discussed and Bryan's idea to change the race date to the spring. It is hoped that by doing this, there is less likelihood that there will be a conflict with other races as there was last month. The whole concept of selecting a race date for non-club races was discussed and whether the club would assist. This matter will be discussed by the Race Committee when it is formulated and the club will then decide if additional decisions need to be made.

Will provided an update of the Lake-to-Lake 10K that will be run on Saturday. He has 18 volunteers and is trying to get a few more. No split times will be given to the runners. There are over 200 runners expected to run. Dave Quarles reported that the Lakeland Police Dept. has pledged to have at least 8 officers assigned to the race. The starting line and finish line will be slightly altered due a competing event at the same location. The starting time has also been changed to 7:30 a.m. for this reason. Marc Zimmerman said he would try to recruit more volunteers.

Marc then provided an update of the Christina 5K that will take place on November 27th. A sign-up sheet was passed to the board for their assistance. Marc has attained partial sponsorship for the race and is working on other potential sponsors. A "Toys for Tots" box will be available for runners and volunteers to donate toys and other appropriate Christmas gifts for this program. However, the club is not a sponsor of the "Toys for Tots" Program.

The club had a general discussion about a way to enhance the content of the club newsletter. It was decided that the Communications Committee would meet to formulate some ideas to improve this after the Committee is formed.

The location and format for the January club meeting was discussed. Since it is a month when the club will have its quarterly speaker, Dave Quarles agreed to contact Kaylee Cashman's dad to see if he would speak to the club. The January meeting will be at the YMCA on January 13th.

Julie Ball gave the Treasurer's report-the Club is in good financial standing. The board accepted Julie's report. Julie also reported on the Holiday Party scheduled for December 11th at the OK Farm in S. Lakeland. Invitations will be mailed to current club members. Club members will pay \$5.00 in advance and non-members will be charged \$10.00. Beer, wine, soft drinks and a buffet will be provided by the club.

Louis Irwin read a letter of thanks from the representatives from the Heather's Hope Run in gratitude for the timing and other assistance at their recent race.

There being no further business, the meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Nick Sudzina
Secretary

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2010 December Meeting Minutes

Lakeland Runners Club
December 6, 2010 6:20 PM

The board meeting for the Lakeland Runners Club was convened on December 6, 2010 at 6:20pm by President Bryan Graydon.

Members in attendance were Rich Wills, Bob English, Robert Scott, Julie Ball, Eric Dickinson, Rhonda Fossier, Kimberly Roberts and Gail Hardy.

Bryan started by passing onto the board a request by board member Louis Irwin, who was not able to attend, to please help promote the Hope for Haiti 5K, a race he is directing at his church.

Next each member was given a sheet with the current roster for each of the recently formed committees. The sheet had the names and e-mail addresses of those board members who are chairing each committee plus all those club members who have volunteered to serve on a committee.

Julie then gave an update on the upcoming Christmas party to be held at the Oak K Farm. Everything was set up and there will be a buffet dinner, drinks and dessert followed by a slide show and prize giveaways.

Next, Bryan wanted to talk about race shirts for 2011 races and how the directors need to seek out more than just one price quote, but with no other race directors present and the meeting he tabled this issue for a future meeting.

Julie Ball passed out the current treasurer's report for the board to review. The report did not have the final numbers of the Lake to Lake 10K, as we are still waiting on a sponsorship check, or the Christina 5K since Julie had just received the final checks and receipts from that event. There was some discussion on our annual donation to the YMCA from the Lake to Lake 10K each year. Julie asked if it was a set amount or any and all profits from the race. Bob English said the he remembered it being a \$2000 set amount that was to be donated to the YMCA from the race proceeds. Rich Wills motioned to accept the treasurer's report and it was seconded by Eric Dickinson and unanimously accepted by the board.

The final item of the night was the proposed budget for 2011 as prepared by Julie, the club treasurer. Julie, Marc Zimmerman, Nick Sudzina and Bryan Graydon (the club officers) met back in October to brainstorm a budget for 2011. Julie took those ideas to create the proposal she passed out to the board tonight. In the proposal she highlighted some goals for 2011, new general operational budget items and new race operational items. A main focus of the proposed budget is to operate with a balanced budget for 2011 (or as close as possible) and not take a financial loss on any races. The key factor to this is increased race sponsorship and advertisement. There was some discussion on possible sponsorship options that Bryan and Nick would be following up on.

Rich Wills, owner of Fitniche, proposed that there be another LRC Appreciation Weekend for club members at the store. Bryan agreed to e-mail all members about this.

With there being no other business, the meeting was adjourned at 7:20pm. [return to index](#)