

# **STANDING POLICIES OF THE TOLEDO ROADRUNNERS CLUB**

Adopted by Board of Directors 3/05/2025

## **ARTICLE I – MEMBERSHIP AND FEES**

### **(1) DUES - Effective June 1, 2025**

1 Year	2 Year	3 Year
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Single - \$25	Single - \$41	Single - \$59
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Family - \$35	Family - \$55	Family - \$80
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Youth - \$15	Youth - \$21	Youth - \$29
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Senior - \$15	Senior - \$20	Senior - \$30	(aged 60 and up.)
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Family members include parent(s) and their dependent children. Youth is for those under 18 years of age that are not already in a family membership.

There is a \$12 cost added to each year's membership fee for paper Footprints. No cost for digital Footprints. Members age 75 and older have no additional cost for paper Footprints.

### **(2) HONORARY MEMBERSHIP**

A majority of members present at a regular Club meeting may vote honorary membership upon anyone nominated for honorary membership.

### **(3) HONORARY MEMBERS**

Honorary lifetime members are Jack Schendel, Dave Sprandel, Jerry Traylor, Walt Churchill, Jr., and all past presidents of The Toledo Roadrunners Club.

### **(4) MEMBER AT LARGE DUTIES:**

- Attend the majority of club meetings.
- Volunteer or run at the majority club events.
- Help with Annual Awards Banquet and Silent Auction – collecting auction items, setup and tear down of event along with other duties needed to put on event.
- Help with Fall Officer's Bash.
- Review of nominations and selection of Club Award winners.
- Review and selection of TRRC Community Grant Recipients.
- Promote the Club and its events.
- Be respectful to all.
- Always act in the best interest of the Club.

## ARTICLE II – CLUB RACES

### (1) TIER DEFINITION OF CLUB EVENTS includes but are not limited to:

TIER 1 events should be viewed as marquee events by Club and promoted as such. Tier 1 events require more planning, exceptional race management and are expected to make a profit. These will be the events that our volunteer coordinator(s) will focus majority of time and effort.

Current Tier 1 events are: Churchill's Half Marathon and Glass City Marathon events

TIER 2 events are competitive events with awards given to runners. These races should also project a profit. Volunteer coordinator(s) may help with these events at the discretion of the race director. Current Tier 2 events are: Great Black Swamp Festival of Races, and Midnight Special May the Fourth be with You, Towpath Trail, Wabash Cannonball 5K, Women's Distance Festival, Falling Leaves 8K, December Dash, Run for Pi, Juneteenth 5K, Florence Scott Libbey 419 5K, and Oak Openings Stampede.

TIER 3 events are fun runs or other non-race events. Tier 3 events are designed to provide a fun environment for TRRC members and a way to network with current and potential TRRC members. Fees associated with these events should be minimal, only designed to cover the cost of the event or free for club members. TRRC assumes that some of these events will even need to be subsidized from TRRC funds. Volunteer coordinator(s) may be used for tier 3 events at the discretion of the race director. Current Tier 3 events are: Hangover Classic, Donut Dash, Cookie Crumble, Great Scott, Get Luckey, Crazy Long Run, Awards Banquet, Frantic Finish 5K, National Running Day 5K, Kids Kilometers, Club Picnic, Fall Officers Bash, Turkey Trot Prediction Run, and Running on Tap Series.

### (2) RACE DIRECTOR'S RESPONSIBILITY

- a) Individual race directors are to secure all material for their events.
- b) A race director must submit a TRRC New Event Application to the Club President at least 6 months prior to any new event for approval by the Board of Directors before proceeding. On approval by the Board of Directors, the new event will be presented to membership at the next monthly club meeting for vote.
- c) Agree to the Race Director's Code of Ethics set forth by the RRCA.
- d) A race director is required to obtain the Safety in Sports certification through the RRCA's website and email certificate to Club President for record keeping.
- e) All Race Directors must submit their profit and loss report to the Board of Directors within 60 days of the completion of the event, except Tier 1 events.
- f) All race directors need to sign TRRC's Conflict of Interest policy, Conflict of Interest Disclosure, and Non Disclosure Agreement forms and submit by January 1st of each year.
- g) Any race director can be removed by a vote of the majority of the Board of Directors for non-performance of duties and/or financial non-performance.
- h) All TRRC races, except Tier 1 events, must adhere to the TRRC Sponsorship Level policy.

### (3) RACE EVENTS - CROSS PROMOTIONAL

- (a) Cross promoting non - TRRC events with TRRC events.
  - (i) Written approval needed by Race Directors (non - TRRC & TRRC), charity partners and sponsors.
  - (ii) All written approvals need to be submitted to TRRC's Board of Directors for final approval 60 days prior to the event.

## ARTICLE III - MISCELLANEOUS

### (1) REPORTS

The President, Vice President, Treasurer, Membership Secretary, Secretary's minutes, Newsletter Editor, Race Directors and Members at Large shall give their reports at each monthly Club meeting.

### (2) CLUB AWARDS

There shall be an award ceremony at the beginning of each year, where Club members and others shall be recognized for their outstanding club achievements or service to the club for the previous year.

### (3) FILES, EMAILS, WEBSITES, SOCIAL MEDIA

- a. All files, emails, websites, social media accounts and TRRC equipment used by officers in the performance of their duties will be passed on to the officers who succeed them.
- b. For redundancy, three (3) board members will have **administrator** login information for all accounts TRRC utilizes, which includes but is not limited to:
  - i. Toledoroadrunners.org
  - ii. Glasscitymarathon.org
  - iii. Churchillshalfmarathon.org
  - iv. All other domains registered to TRRC
  - v. RunSignUp.com
  - vi. All social media accounts
  - vii. Email hosting

(4) Minimum age requirements for races to be in accordance with RRCA recommended guidelines.

(5) Club trailers are to be pulled by the Equipment Coordinator, President or President designee only.

(6) One electronic/online platform is to be used for all membership and events, which is currently RunSignup.

(7) The club will collect event registration and membership fees electronically/online through the current registration platform. Payment may be made by check, at the discretion of the event director. Cash shall not be taken for any purpose.

(8) Conflict of Interest Clause:

To prevent potential conflicts of interest and to maintain the integrity of governance within the organization, it is agreed that individuals engaged as independent contractors by TRRC, along with their employees and any other parties receiving compensation from such contractors, are prohibited from the following within the TRRC organization during the term of the contractors' agreement.

- Board Membership: Independent contractors and associated parties are not permitted to serve on TRRC's Board of Directors.
- Decision-making Participation: Contractors and their affiliates are prohibited from voting or taking part in decision-making during meetings.
- Governance: Contractors and their affiliates are prohibited from involvement in any governance functions within the organization.

This clause is designed to ensure that all decisions made within TRRC are free from external influences arising from existing contractual relationships.

(9) Glass City Marathon Oversight Committee, policy and procedure, has been adopted and is on file with the TRRC Board of Directors.