



Richmond Road Runners Club - Agenda – February 11, 2026

Opening remarks, ground rules and welcome guests - Nikkia Young, President

Approval of January 14, 2026 meeting minutes – Megan Arrington, Secretary

New Business Discussions

- Committee Discussion and Dallas Marathon trip
- RRCA convention attendees
- Event safety discussion

Executive Director Reports - Jenna Conley

Executive Summary

January marked a strong operational close to 2025 and a steady start to 2026, despite significant winter weather impacts across the region. While snow and ice have temporarily slowed registrations and memberships, the club remains financially stable, operationally sound, and well positioned for the spring season.

Over the past two months, I have continued serving in interim VP of Operations and Treasurer roles while onboarding new executive leadership positions and integrating them into day-to-day operations to ensure continuity and a smooth transition.

Organizational Leadership & Transitions

Began integrating new executive board members into operations, contracts, finance processes, and race workflows.

Created and sent introductory emails to all race directors and contract race liaisons to clarify roles, communication flow, and leadership structure.

Financial & Administrative Overview (in coordination with Treasurer Report)

January financials are included in this month's meeting packet and reflect finalized January activity.

Weather impacts are expected to affect February and March registrations more than January financials.

Filed Tangible property taxes. Worked with Accounting Firm to send 1099's.

The board voted to provide a one-time 15% discount toward future races following the Frostbite 2026 cancellation due to a state of emergency.

This aligns with longstanding no-refund policy while responsibly reallocating day-of expenses not incurred.

This decision protects long-term financial health while supporting participant goodwill.

Race Operations & Programs (High-Level)

Contract races:

One contract race hosted: Meg's Miles 5K.

Upcoming contract race: UR Spider Dash on February 21.

Current Registration Snapshot

Winter Training Teams: 394 participants (↑ from 351 last year)

Sweetheart 8K: 212 participants (behind last year but ahead in revenue due to pricing adjustments)

Bear Creek 10 Miler: 216 participants (↑ from 169 last year to date and 194 total last year)

Advanced 10K Training: 69 participants (behind last year, expected due to no track)

Robious Landing 3 miler: 11 participants (behind last year, weather has impacted; need to push marketing)

Weather has clearly slowed momentum across the entire running community, not just RRRC. We were ahead of last year's year-to-date registrations until the snow events began.

Grants & Community Impact

Applied for multiple grants in late 2025 and early 2026. Awaiting responses and will report back as decisions are received.

Paid Fall 2025 grant recipients as scheduled.

Looking Ahead

Continue onboarding and transitioning executive roles out of interim status.

Rebuild registration momentum post-weather disruption through targeted marketing.

Convene the finance committee and hold an introductory meeting with the accounting firm.

Monitor Winer/Spring race performance closely, particularly Sweetheart, Bear Creek, and Fool's Run Fest.

Financial Reports – Colin Schoenhaut

January Financial Recap

Overview

January was a challenging month, driven largely by winter weather impacts that affected both participation behavior and overall community morale. While some of the financial effects have not yet fully materialized in the books, we are already seeing secondary impacts in race registrations and memberships, which is consistent with what many running organizations across the region are experiencing.

That said, when viewed in context and on an apples-to-apples basis, January performed slightly better than last year, which is a positive outcome given the circumstances.

Frostbite 2026 Cancellation & Board Action

Due to the State of Emergency, Frostbite 2026 was canceled. In accordance with longstanding RRRC policy, no refunds were issued, as each race carries sunk costs such as permits, swag, staffing, overhead, and preparation expenses regardless of race day execution.

After reviewing the expenses that were not incurred on race day, the Board voted to offer a 15% discount toward future RRRC races for Frostbite registrants. We determined that the avoided day-of expenses could be absorbed within the overall organizational budget without negatively impacting our financial stability.

As a reminder, RRRC operates as a nonprofit where individual race and program budgets roll up into a single organizational budget. This structure allows us to manage short-term impacts at the race level while still maintaining sufficient surplus to support scholarships, grants, and community programming.

Accounting Timing & Monthly Reporting

The financial reports included with this month's meeting reflect January activity only.

With the onboarding of our accounting firm, reports now follow a structured and more accurate cadence:

The accounting team uses the first 15 days following month-end to finalize categorization for the prior month.

January Financial Context (Year-Over-Year)

January included two significant items that did not occur in January of the prior year:

\$23,390 payout related to the Ashland Half (Kids on the Move), which was accounted for in the 2025 year-end review

\$3,000 in year-end bonus wages, also not present last year

When those items are removed for an apples-to-apples comparison, January 2026 finished approximately \$1,000 better than January 2025.

Considering the weather disruptions and the Frostbite cancellation, this represents a strong and reassuring result.

Looking Ahead

Historically, late winter and early spring represent an ebb period in our annual budget cycle. While upcoming races provide important mission impact, they are not major bottom-line drivers individually.

That said:

Strong and intentional marketing will be critical to rebuilding spring momentum.

Colin has been onboarded and is actively assisting with race budgeting.

We are in the process of re-forming the Finance Committee and scheduling an introductory meeting with the accounting firm.

Recommended Monthly Reports- Pull out for New Business

I recommend we request the following reports from our accounting firm for each monthly board meeting:

Profit & Loss

Monthly

Year-to-Date

Comparison to prior year

Balance Sheet

Year-to-Date

A Budget-to-Actual report is a future possibility, but would require breaking the annual budget into monthly expectations and may be more appropriate once we complete a full reporting cycle with the new accounting structure.

Communications -

Miles & Minutes - Annie Tobey

I can make plans to have a new Miles & Minutes out by the 10K expo, if everyone agree we should continue.

If so, I need to know budget and any other guidelines before I begin. It's difficult to make major changes midstream. As far as budget, consider that paper and printing costs have been affected by inflation like everything else. We were able to bring it in line with requested price for the last issue, which gave us just enough for distribution at locations and numbers typically handed out at the expo. I've seen really slim, plain paper RRCA newsletters that are nothing more than race reports listing winners, but I've been trying to at least shoot for the standards Ed Kelleher set.

Social Media – Jon Pigg

Grants Committee - Kirk Millikan

Information to distribute grant checks to fall 2025 recipients has been sent to the Executive Director and Treasurer. The next round of grant funding is spring 2026 with an application deadline of April 30.

Scholarship Committee - Kirk Millikan

The 2026 RRRC college scholarship application deadline is April 30. A request to post updated application materials to the RRRC website has been sent to Noah, and high schools in Greater Richmond will be contacted regarding the scholarship opportunity as done in the past.

Operations – Greg Barch, VP of Internal Operations and John Christmas, VP of External Operations

Review of Races

Frostbite 15K (moved to virtual)

Preview of Upcoming Races

Sweetheart 8K (February 15th)

Bear Creek 10 Miler and Mini (February 22nd)

Total registrations are at 215 (179 for 10-mile, 34 for Mini, and 2 for virtual). Per the park, trails were ice-packed after the main storm and persistent freeze. We plan to personally check trail conditions next weekend. We're hoping that several warm days over the next two weeks will eliminate most of the snow. If we need to postpone, March 15 is our tentative date. Other preparations are on track. We need more volunteers.

Fools Run Fest (March 28th)

Discuss cancelling Fools Fest due to very low sign ups

Robius Landing 3 Miler (March 8th)

Going to happen. John Christmas has been working with Chesterfield Parks & Recs to secure the Park along with bathrooms and a shelter. I've obtained the Certificate of Insurance. Other steps are in the works.

Contract Races

Training Teams

A10K Training started on Saturday January 24, but due to road conditions and weather that's been the only group run. There are 68 registered runners, including coaches.

Operations Manager/Administrator/RunSignup Coordinator - Allison May, Noah Mercer

Volunteer Needs – Michelle Plouffe

Equipment - Glenn Melton

Have been spending some free time organizing the clubhouse. Started with the snack room and am working on the merch room this weekend. Will have an inventory list of store items by Wednesday.

Grand Prix - George Bishop and Patty Henson-Dacey

Adjourn