

MID-FLORIDA MILERS WALKING CLUB ANNUAL MEMBERSHIP MEETING

May 14, 2021

CALL TO ORDER AND WELCOME

The Mid-Florida Milers annual membership meeting was held via Zoom Teleconference call. The meeting was officially called to order by President Cathy Metherell at 4:08 pm. The meeting was attended by 13 members and 1 friend. In addition we had 2 proxies so a membership quorum was established.

MINUTES

Minutes from the June 16, 2020 annual meeting were approved and accepted by the membership.

VOLUNTEER REPORT

Volunteer Coordinator, Sharon Axelrod discussed the volunteer opportunities now available since Treasurer, Sharon Predham, will not be running for another term and due to the departure of Trailmaster Mike Lanpher who has moved out of state.

- MFM Treasurer Responsibilities were sent out to all members in March and again in April by President Cathy Metherell. No responses were received. The Mid-Florida Milers Walking Club cannot be sanctioned by AVA without a Treasurer. The Board of Directors will be meeting during the week of May 23 to discuss next steps.
- MFM Routes and Trails Coordinator Responsibilities were also sent out to all members in March and April and also no responses were received. The Board of Directors would like to have several members volunteer to put together a couple Traditional walking events for the coming year. An immediate volunteer is needed to establish the Wekiwa Springs State Park event on our schedule for November 26.
- Other volunteer opportunities due to Mike Lanpher's departure are mostly being covered by the Board of Directors. However the MFM BOD is asking for several members to volunteer to be on a team rotating the responsibility of transporting, set up, and take down of the materials that we use for each of our walk events.

TREASURER REPORT

Treasurer Sharon Predham presented the following reports,

- Balance Sheet as of April 15, 2021 showing total current assets of \$9052.04 which includes a net income this year of \$734.27.
- Provided was a Monthly/Income Expenses for 2018 -2019(Normal), 2019-2020(Part COVID) and 2020-2021(All COVID) as a three year comparison. Sharon pointed out that member donations have increased from \$22.91, to \$187.00, to \$527.00 this year. Our overall total income went from negative \$688.91, to \$123.67, to \$614.27 this year, due to the donations we have received. Vice President Dan Barnett shared that the Sharpless/Whitman family makes a donation each time they attend a walk and there are several members who have paid the annual AVA sanction fees for several of our Year Round Events.
- Audit Results completed by member Kent Allingham (thank you) showed records to be in order. Several recommendations were made and have been addressed by The Club.

MEMBERSHIP REPORT

Membership Chair Dave Piatt presented the following updates.

- As of April 15, 2021 the current memberships is 57 with current members at 87. This compares to 62 memberships and 88 members as April 14, 2020.
- Conclusions from the Membership Drive Survey #1 had only a 9% response. However, actions taken included new MFM business cards, the development of a business page for MFM Facebook, developed by Rosemary Barna and a second survey due to interest in weekday walks and more nature walks.
- Conclusions from the Membership Drive Survey #2, which did have a better response, showed there was interest in weekday walks with Wednesday AM as the most popular. Nature walks vs Suburban walks averaged 2 out of 10.
- Membership annual renewal for effective date of 7/1/2021 will begin in June. Membership fees have been increased. It has been many years since MFM has changed their fees. Fees will now be \$15 for single and \$25 for couple/family.

ROUTES AND TRAILS REPORT

President Cathy Metherell presented the following update on upcoming events.

- Upcoming Traditional Events include 5/23 Maitland at Maitland Community Park, 9/18 Oviedo at Black Hammock Trailhead, 10/16 Winter Garden at Independence Park and 11/26 at Wekiwa Springs State Park.
- Updates on Year Round Events included:
 - May 29 to September 4 all walks will be YREs.
 - New Routes include an added 16K and 21K to Ft. Lauderdale, a change to Orlando North walk and a Winter Park 15K in development which combines the 10 and 5K.
 - 2022 Renewals of the YREs are made between June 1 – Sept 15.
- Online Start Box update
 - MFM now has 13 OSBs: Celebration 1&2, Orlando (North, Downtown and South) Universal, LBV/Disney Springs, Winter Park, Key West, Ft. Lauderdale, Delray Beach Miami South Beach and West Palm Beach.
 - Florida also has two OSBs in the Tampa area.

NEWSLETTER EDITOR REPORT

Vice President Dan Barnett has volunteered to take over as Editor for the MFM Quarterly Newsletter. He requested that everyone take lots of pictures at our events to submit to him. Also to provide to him articles and topics you would like to read about in the newsletter. Many of our members have submitted their own experiences to past Newsletters and Dan encourages us to continue to do that.

Dan Barnett at dnlcssb@aol.com

NEW BUSINESS

- Elections of Officers: President Cathy Metherell presided over this year's elections.
 - Dan Barnett agreed to continue for another term as Vice President. The nomination was put to the membership and was unanimously accepted.
 - Cathy requested a volunteer for Treasurer but there was none.
 - Leslie Stone, Happy Wanderers' Treasurer said she had given it some thought but logistically it just does not make since. She does not go to all MFM walks and she lives in Ormond Beach.
 - Some discussion followed recommending delegating the responsibilities to two or three individuals (having more than one Treasurer).
 - It was also recommended that Cathy Metherell resend the Treasurer Responsibilities to all members, for one more attempt at recruiting a volunteer.

The election for a Treasurer was tabled. The BOD will discuss at our next meeting scheduled for 5/25.

- Dan Barnett gave an update on WAF30, to be held Nov. 5-7 2021 in Daytona Beach, FL at The Plaza Resort and Spa. Dan and Cathy attended a WAF meeting held last week and Dan said the hotel was very impressive. There will be four walks and a swim. The theme will be Nascar Racing. This year's award is a Nascar Medal. Happy Wanderers will be hosting; and Suncoast Sandpipers, Mid-Florida Milers and Happy Wanderers Volksmarching Clubs will be sponsoring.
- Cathy Metherell talked a little about WAF31 to be held in 2022 and to be hosted by MFM. She has been thinking about different areas that might be of interest in Lake or Citrus counties. She also mentioned Winter Park and Clermont. She asked all members to think of ideas and to submit to the BOD.

PRESENTATION OF AWARDS

- President Cathy Metherell presented the following awards.
 - MFM Certificates of Appreciation were awarded to all MFM Year Round Event Route Monitors in appreciation for all their time and effort in the management of our YREs. Tom Carter for Maitland, JoAnne Cross for Orlando Downtown and Orlando South, Howard Daughtrey for Celebration1 and Celebration2, John Hunter for Orlando North, Michael Kirchner for Winter Park, Joyce Taylor for LBV/Disney Springs, Universal, and IDrive, Gerry Vannienwenhove for The Villages Spanish Springs, Jan Van Vlack for The Villages Sumter Landing.
 - AVA Meritorious Service Award was presented to Sharon Axelrod for all her contributions to the Mid-Florida Milers.
 - AVA Commendable Service Award was presented to Jenny Thomas for all her contributions to the Mid-Florida Milers.
 - AVA Commendable Service Award was presented to Dan Barnett for all his contributions to the Mid-Florida Milers.

ADJOURNMENT

Cathy Metherell thanked everyone for coming to the meeting and for their participation. The meeting was adjourned at 5:10 pm.

The screenshots used during the meeting are attached to these minutes.

Sharon Axelrod
Mid-Florida Milers Walking Club, Secretary



Mid-Florida Milers Walking Club Annual Business Meeting May 14, 2021

Welcome / Meeting Format	Cathy Metherell
Secretary / Volunteer Coordinator	Sharon Axelrod
<ul style="list-style-type: none">• Establish a quorum• Approval of 2020 Annual Meeting Minutes• Volunteers Needed	
Treasurer Report	Sharon Predham
<ul style="list-style-type: none">• Balance Sheet as of 4/15/2021• Annual Report (Comparing last 3 years)• Audit results	
Membership Report	David Piatt
<ul style="list-style-type: none">• Annual Report• Review Membership Survey Results• Annual Membership drive 2021-2022<ul style="list-style-type: none">○ 7/01/2021 Increase in fees	
Trailmaster Report	Cathy Metherall
<ul style="list-style-type: none">• Trails & Routes update	
Newsletter Editor Report	Dan Barnett
New Business	
<ul style="list-style-type: none">• Elections (effective July1)<ul style="list-style-type: none">○ Vice President○ Treasurer• WAF30 2021 Update• WAF31 2022 MFM hosts	Cathy Metherell Dan Barnett Cathy Metherell
Awards	Cathy Metherell
<ul style="list-style-type: none">• Certificates of Appreciation• Special Awards	
Member Questions	Cathy, Dan, Sharon, Sharon
Meeting Adjourned	Cathy Metherell

MFM Treasurer Responsibilities

The Treasurer is a significant member of the board that coordinates information between members, the club, and the AVA:

Manage payments from Traditional Events and Year Round Events and report to AVA via internet the Traditional Events registration within 10 days; Year Round Events attendance at permanent start boxes within 30 days at end of each quarter. Prepare registration sheets for Traditional Events; coordinate Year Round Events attendance sheets with Year Round Events Coordinator (Jenny Thomas).

Receive payments for membership dues and report memberships, both new and renewals, to membership (Dave Piatt) & Publicity (Letty Zook).

Manage distance / events books inventory from AVA and receive payments.

Receive payments and order name tags and tee shirts; send request to vendors.

Manage accounts including bank deposits, bills, and financial statements (for meetings and AVA). Prepare annual IRS tax statement forms.

Maintain data on walkers by walk for every walker. Report on attendance at meetings.

Upload financial and attendance data to Google drive.

Biennially, financial records will be formally reviewed by a non-Board member. Ensure the records are available for the review.

MFM Routes and Trails Coordinator Responsibilities

We now need a Routes and Trails Coordinator who oversees the layout of our walk program. The Club Bylaws require a position of Routes and Trails (R&T) Coordinator and envision there are a coordinator and many others that assist with the tasks to conduct an event. The Trailmaster and our Routes and Trails Coordinator have been, but are not required to be the same person. Finding a trail, preparing paperwork, and sending a walk request to AVA, providing any needed start items, and finding volunteers are separate needs that should be filled by different members.

As with any event or requirement, there are timelines to get to the final event and the Routes and Trails Coordinator must layout that schedule and, with support of members, accomplishes the tasks to put on the event. An R&T Coordinator requires assistance including retrieving and then storage of items to set up at a walk, persons to set up checkpoints, individuals who take responsibility for a walk and lay out routes and prepare instructions, and an individual to prepare brochures describing our monthly one day events and group walks of Year Round events. The key is a team of members able to organize and complete a safe and interesting event.

The details of the Routes and Trails Coordinator responsibilities are identified in the MFM Bylaws. Members are asked to pick one or two areas they are interested in supporting and providing time in one or more areas to make the walks we currently plan successful in the future. For 2021 there are 3 more one day events and 14 more Year Round group walk events. These are essential positions and tasks - please help out.

Volunteer Opportunities: due to Mike's departure

- MFM Quarterly Newsletter Editor: Thank you to Dan Barnett who volunteered for this position
- Storage & Inventory Coordinator: Public Storage in Fern Park contains all MFM items such as tables, chairs, start position box info, checkpoint box info, walk signs, etc. At this time the MFM Board of Directors is managing our supplies and inventory.
 - For our events volunteers are needed to:
 - retrieve the supplies from storage and deliver to the event
 - setup the registration area and the checkpoint [with the assistance of the volunteers working the registration and checkpoint]
 - return the supplies to storage
 - John Hunter and Tom Carter have volunteered and have indicated they are available on particular walk dates which fit their schedule.

The BOD believes this type of volunteer rotation for coordinating walk supplies will work well and we are requesting for a couple more members to step forward and assist in this effort. Working as a team you could set up a schedule based on each individual's availability.
- Create monthly Walk Event Brochure: The Brochure is an AVA requirement. Once created the brochure information is provided to website mgr, Publicity mgr., and Groupworks, MFM Facebook, and AVA website. Thank you to Dan Barnett who volunteered for this position.
- MFM Zoom Management: Thank you to Cathy Metherell for volunteering for this position.
- MFM Post Office Box Management: Thank you to Cathy Metherell for volunteering to get the Club mail. Sharon Axelrod holds a second POB key to cover in Cathy's absence.
- MFM Drop Box Management: The Board of Directors will manage the DB.
- MFM Cloud Management: All club data is saved on the MFM google drive. At this time The Board of Directors will management this.

Mid-Florida Milers Walking Club
Balance Sheet
as of
15-Apr-21

Current Assets

Checking/Savings

Business Savings	1,519.33
Checking Account	2,261.67
Fairwinds CD #xxxxxxx96	2,894.36
Fairwinds CD #xxxxxxx93	2,216.68
Membership Share 62214277	5.00

Total Checking/Savings 8,897.04

Other Current Assets

Cash to Deposit	120.00
Petty Cash	35.00

Total Other Current Assets 155.00

Total Current Assets 9,052.04

9,052.04

Liabilities

WAF Funds Collected 0.00

Equity

Opening Bal Equity	8,318.97
Retained Earnings (Last Year)	(1.20)
Net Income (This Year)	734.27

Total Equity 9,052.04

Monthly Income/Expenses Comparison for Last Three Years						
from July 1 to April 15						
			Normal	Part COVID	All COVID	
			2018- 2019	2019-2020	2020-2021	
	<u>INCOME</u>		<u>\$3,132.54</u>	<u>\$4,116.88</u>	<u>\$3,875.28</u>	
	Sanctioned Events		\$819.00	\$726.00	\$921.00	
	Walk Around Florida		\$446.74	\$40.06	\$213.00	
	Year Round Events		\$1,007.00	\$1,479.00	\$1,467.00	
	AVA EVENTS		\$2,272.74	\$2,245.06	\$2,601.00	
	MEMBERSHIP DUES		\$254.00	\$622.00	\$450.00	
	Interest on Business Account		\$1.14	\$1.14	\$0.54	
	Interest on CD (...2993)		\$5.99	\$6.07	\$3.11	
	Interest on CD (...5896)		\$7.56	\$7.61	\$4.19	
	Other		-	-		
	Donations		\$22.91	\$187.00	\$527.00	
	OTHER INCOME		\$37.60	\$201.82	\$534.84	
	AVA Merchandise		\$112.20	\$323.00	\$232.00	
	MFM Food Event Sales		\$90.00	\$224.00	\$-	

	MFM Freq Walker Coupons	\$380.00	\$480.00	\$-	
	MFM Merchandise	\$(14.00)	\$21.00	\$57.44	
	Miscellaneous Sales				
	SALES	\$568.20	\$1,048.00	\$289.44	
	<u>EXPENSES</u>	<u>\$</u> <u>(3,821.45)</u>	<u>\$</u> <u>(3,993.21)</u>	<u>\$</u> <u>(3,261.01)</u>	
	Marketing & Office Supplies	\$(25.63)	\$(52.15)	\$(94.12)	
	Postage and Delivery	\$(114.50)	\$(74.00)	\$(84.00)	
	Printing and Reproduction	\$(204.03)	\$(343.40)	\$(182.15)	
	Rent	\$(789.23)	\$(527.37)	\$(398.08)	
	ADMINISTRATIVE SUPPLIES	\$ (1,133.39)	\$ (996.92)	\$ (758.35)	
	AVA CLUB DUES	\$(75.00)	\$(75.00)	\$(75.00)	
	AVA PARTICIPATION FEES	\$ (1,617.50)	\$ (1,156.50)	\$ (1,303.50)	
	AVA SANCTION FEES	\$(540.00)	\$(700.00)	\$(640.00)	
	Food at Walks	\$(24.23)	\$(329.67)	\$-	
	Meals and Entertainment	\$-	\$-	\$-	
	Operations	\$(46.13)	\$(354.63)	\$(6.61)	
	WAF Event Food & Supplies	-	-	-	
	EVENT SUPPLIES	\$(70.36)	\$(684.30)	\$(6.61)	
	INVENTORY PURCHASES	\$(135.60)	\$(245.60)	\$(366.90)	

	Bank Charge		\$(11.00)	\$(39.00)	\$(4.00)
	Donations Made		\$(206.65)	\$-	\$(106.65)
	MFM Medals & Awards		\$(31.95)	\$(95.89)	\$-
	OTHER EXPENSES		\$(249.60)	\$(134.89)	\$(110.65)
	<u>OVERALL TOTAL</u>		<u>\$(688.91)</u>	<u>\$123.67</u>	<u>\$614.27</u>

Audit Results

Kent Allingham conducted an overview of the Mid-Florida Milers financial records/procedures and participation documentation. This included registration sheets for both Year Round Events and Traditional Events, bank deposit, checks written, and monthly balance sheets.

The timeframe for the review was July 1, 2016 through June 30, 2020.

The records appeared to be in order and several recommendations were made.

The MFM Board of Directors wrote a memorandum of record on the recommendations and attached it to the audit results.

Membership Updates

Membership Totals (4/15/21)

	<u>Memberships</u>	<u>Members</u>
2021	57	87
2020	62	88

Membership Drive Survey #1 Conclusions

- Not a lot of enthusiasm for a Membership Drive (9% response)
- People are busy and not wanting to commit to more work (0 Volunteers)
- Develop a FAQ explaining our jargon. **Status-** Jenny Thomas developed a list. Posted on midfloridamilers.org.
- Have MFM business cards for members to hand out. **Status-** Mike Lanpher and Dan Barnett revised the card and they are available.
- For publicity- focus on improving our FB page. **Status-** Rosemary Barna developed a business page. Encouraging people to post and interact!
- With Covid, now is NOT the time to start a major Membership Drive. After Covid look at potentially advertising on Meetup/Instagram.**Status-** On hold.
- Some interest in weekday walks and more nature walks. **Status-** A second survey was done.

Membership Drive Survey #2 Results/Conclusions

- Much better response- 15 people
- Interested in Weekday Walk? Y- 12, N-3
- What day of the week? Any (6), M (0), T (3), W (5), R (2), F (0)
- Should the Weekday walk be AM/PM? AM (7), PM (2), either (3)
- How many (out of 10) Nature walks vs Suburban? Avg- 2, range 0- 8.
- Should try a Weekday Walk on a Wednesday AM followed by Brunch/Lunch. Should wait for COVID to decrease.
- Should try to get more Nature walks. Should look at some hybrid walks (i.e.; along something like the Seminole Trail).

Membership Renewal

- New Membership Year- July 1, 2021
- Will start notification/reminders in June. Will do Newsletter, eNews and e-mails.
- **Membership Fee Increase-** Not increased fees in many years, having to tap into our reserves to keep the club functioning, bring us in line with other organizations. Current fees- \$8 for single, \$13 for couples. Effective for renewal for next Membership Year.

<u>Date</u>	<u>Single</u>	<u>Couple/Family</u>
July- Sept	\$15	\$25
Oct- Dec	\$11	\$19
Jan- Mar	\$8	\$13
Apr- June*	\$19	\$31

*Includes the next membership year

Routes and Trails

AVA Convention in Madison WI in late June – see the convention link on ava.org

Walk Around Florida 30 is in Daytona Beach November 5-7 – see info on MFM Website and WAF30 Facebook Page

Traditional Events

- May 23(a Sunday) at Maitland Community Park
- September 18 in Oviedo at Black Hammock Trailhead
- October 16 in Winter Garden at Independence Park
- November 26 at Wekiwa Springs State Park

Year Round Events

- May 29 to September 4 events are Year Round Events
- New Routes:
 - Ft. Lauderdale added walks to the Beach (16 and 21K)
 - Orlando North changed
 - Winter Park 15K route being developed that combines the 10 and 5K routes
- 2022 Renewals are made June 1 – Sep 15.

Online Start Box Events

- MFM 12 - Celebration 1&2; Orlando (North, Downtown & South; Universal; Lake Buena Vista/ Disney Springs; Winter Park; Key West; Ft. Lauderdale; Delray Beach; Miami South Beach; West Palm Beach. Go to <https://www.my.ava.org> and sign up once.
- Florida has 2 more in Tampa Area

- Newsletter Editor Report
 - Request walkers take pictures while they are on MFM walks
 - Provide articles or topics you would like to see in our club newsletter
 - Send to Dan at dnlcssb@aol.com

- New Business
 - Elections (effective 1 July)
 - Vice President
 - Treasurer

Walk Across Florida 30 (WAF 30)

- When: 5-7 November 2021
- Where: Daytona Beach, Florida
 - Hotel: The Plaza Resort and Spa
- Four Walks and one Swim
- Sponsored by the Happy Wanderers, Suncoast Sandpipers and Mid-Florida Milers volksmarching clubs

- WAF 31, MFM are the hosts for this event which will be held in 2022

**Certificates of Appreciation
To Mid-Florida Milers
Year Round Event Route Monitors**

**Tom Carter
JoAnne Cross
Howard Daughtrey
John Hunter
Mike Kirchner
Joyce Taylor
Gerry Vannienwenhove
Jan Van Vlack**

**Maitland
Orlando Downtown, Orlando South
Celebration 1, Celebration 2
Orlando North
Winter Park
LBV/Disney Springs, Universal, IDrive
The Villages - Spanish Springs
The Villages – Sumter Landing**