

International Front Runners Minutes of the IFR Annual General Meeting - October 10-11 2003

The 2003 Annual General Meeting was hosted by Frontrunners Boston and held at Club Café in Boston Massachusetts USA.

A total of 23 participants representing 14 Front Runner clubs attended the IFR 2003 General Meeting.

FR Club: Delegate name(s)

BayLands: Lon Justice

Boston: Alden Clark, Charlie Farrington, Jeffrey Kuchenbecker

Denver: Joe Fowler

Los Angeles: Brian Eggert

Maine: Jim Estes, Bruce Fithian

Orlando: Gary Fracassi

Philadelphia: Brian Law

Pittsburgh: David Torrey

San Francisco: Jon Borset, Denver Duffer, David Morris, Eileen Murphy, Michael Tomas

San Diego: Eurika Otto, Adrienne Schlang

Seattle: Jon Nicholson

Shoreline: Brad Duerre, Brad Miyasato

Toronto: Dave McConkey

Washington DC: Warren Snaider

In addition, the following delegates joined the discussion by phone at some time during the two days of meetings.

Berlin: Stefan Huch

Montreal: Hugh Cawker

Sydney: Wayne Morgan

International Front Runners Minutes of the IFR Annual General Meeting - October 10-11 2003

Friday, 10 October 2003

I. WELCOME AND INTRODUCTION

Alden Clark opened the meeting at 9:10 a.m. by introducing Jerome Smyth, neighborhood coordinator and the Mayor of Boston's liaison to the GLBT community. Mr Smyth welcomed delegates to Boston and read a Proclamation from the Mayor declaring the weekend of Oct 10, International Front Runner weekend.

Jeff Kuchenbecker, president of Frontrunners Boston then welcomed delegates to Boston.

Clark began with several housekeeping items including meeting location and logistics, the schedule for the meeting and the weekend, and noted that the delegate packets included maps, schedules and other information. A cocktail reception will take place after the close of the meeting today. The hosted dinner coordinator, Don Warren, would provide information after lunch.

II. ROLL CALL and MEETING PROCEDURES

Clark proceeded to the roll call. He noted that although each club many have any number of delegates attending the meeting, clubs may only have one vote and asked that clubs designate who would be their voting delegate. IFR treasurer Gary Fracassi then called roll. Voting delegates named were: Long Beach – Brad Miyasato, Seattle – Jon Nicholson, Denver – Joe Fowler, Pittsburgh – David Torrey, San Diego – Adrienne Schlang, BayLands – Lon Justice, Maine – Jim Estes, Washington DC – Warren Snaider, Los Angeles – Brian Eggert, San Diego – Adrienne Sclang, Philadelphia – Brian Law, San Francisco – Jon Borset, Boston – Jeff Kuchenbecker, Maine – Jim Estes.

Clark asked if there were any proxies; there were none.

Clark then introduced the IFR Steering Committee: David McConkey, Toronto Frontrunners is the Canadian regional representative; Gary Fracassi, Orlando FrontRunners, is IFR treasurer and US South & Central States representative; Eurika Otto, Front Runners San Diego, is one of the two Federation of Gay Games delegates; Alden Clark, Frontrunners Boston is the IFR president and the US Eastern States regional representative. Clark noted that several IFR steering committee members were not in attendance: Des Sullivan, Sydney Frontrunners is the second FGG delegate; Wayne Morgan, Sydney Frontrunners, is the Southern Hemisphere representative; June Kansopon, Portland Frontrunners, is the US Western States representative; and Stefan Huch, Berlin Frontrunners, is the IFR secretary and European representative.

Clark then went over meeting rules asking that one person speak at a time and that side discussions be kept to a minimum. Clark noted that several people – Wayne Morgan, Des Sullivan, Stefan Huch and Hugh Cawker from Montreal Frontrunners may be calling into the meeting and asked that people identify themselves when speaking for the benefit of those on the conference call.

International Front Runners

Minutes of the IFR Annual General Meeting - October 31-November 1 2003

Clark noted that he has sent copies of the minutes from the 2002 meeting in Sydney and ask if there was any discussion. Clark moved to waive reading of the minutes and accept the minutes as distributed. Motion was carried.

Clark then provided a brief description of the IFR organizational structure noting that the current Front Runner clubs are currently divided into six regions: US Western States, US Eastern States, US South Central States, Canada, Europe and Southern Hemisphere. Each region has a representative. He added that the IFR constitution provides the option of adding and modifying regions as more clubs are formed. Each representative and Federation delegate serves for 2 years with half of the representatives and half of the Federation delegates being elected at each meeting.

III. SUMMARY OF BOARD ACTIONS – Presentation By Alden Clark

Clark discussed some of the areas that IFR had worked on during the previous year with respect to the goals and purposes outlined in the IFR constitution:

- A. Implemented several of the last meeting's breakout committee recommendations for membership. These included suggestions for the timing of dues notices and recommendations for not paying annual IFR dues. One of the changes was to restructure the website to highlight clubs that were members and had provided IFR with current club information.

Questions and Comments:

Wayne Morgan suggested we change the wording of "dues" to "fees" to make it clearer for non-Americans. It was agreed to change the wording in the future.

- B. Continued to provide information on the website about clubs, club activities as part of the outreach to the clubs and visitors. Clark added that clubs should use the website calendar to post information on their events.
- C. Also used several email lists to facilitate communication between the different clubs about club events and to provide information about IFR.
- D. Encourage Formation of New Clubs: Clark noted that IFR has a startup packet with information on starting a club available on CD-ROM and have gotten several inquiries in the past year – several in Europe and several in the U.S. Clark mentioned that there would be a later discussion of how the regional representatives can help with new clubs including contacting neighboring clubs to support the new club.
- E. Incorporation: Clark mentioned that one of the topics brought up at the last meeting was the issue of whether it would be beneficial for IFR to incorporate. After some discussion, it was decided that it was not necessary at this time because IFR is not required to be incorporated for any of its activities including participation in the Federation of Gay Games. Because IFR is an international organization, there was also questions of where to incorporate and what it would mean to incorporate in one country as opposed to another.
- F. Another discussion point at the last meeting was whether IFR should become a member of

International Front Runners

Minutes of the IFR Annual General Meeting - October 31-November 1 2003

other national organizations such as USATF in the United States. And although many of the clubs are already members of those organizations, it was not determined that it was necessary for IFR to be a member at this time.

IV. **TREASURER' REPORT** – Presentation By Gary Fracassi

IFR Treasurer, Gary Fracassi submitted a report with the first page summarizing accounting for 2002 showing 27 clubs becoming IFR members: 6 clubs (<25 members), 4 clubs (26-50 members), 10 clubs (51-150 members), 3 clubs (151-250 members), 4 clubs (> 250 members). Total membership fees of \$1225.00 were received along with contributions of \$50 for revenues of \$1275.00. Expenses including webhosting fees, printing, postage and supplies, Federation dues, credit card processing and bank fees for total expenses of \$843.72. Year ending balance was \$2763.45.

For 2003 (thru September), there were 45 clubs that joined: 16 clubs (<25 members), 7 clubs (26-50 members), 11 clubs (51-150 members), 6 clubs (151-250 members), 5 clubs (>250 members) for total fees received of \$1675.00. A contribution of \$25 was received from a club not required to pay fees for total revenues of \$1700.00. Expenses totaling \$479.49 included webhosting fees, Federation membership and credit card processing fees.

Current balance is \$3983.96. Expenses incurred for the Boston meeting were not known at the time.

Motion made by Warren Snaider of DC seconded by Jon Nicholson of Seattle to accept the Treasurer's report.

Called to a vote: Motion carried unanimously.

Fracassi's report is included as Attachment #1 to these minutes.

Clark added that in the packet distributed to delegates there was a budget for 2004 and there would be further discussion later.

V. **FEDERATION OF GAY GAMES DELEGATE REPORT** – Presentation by Eurika Otto

Eurika presented a delegate report authored by herself and Des Sullivan. She noted that since the last AGM in Sydney, the Federation has had only one short meeting to discuss the fact that the Federation did not have signed agreements with Montreal for the next Games in 2006. She added that if the Federation still does not have a signed license agreement by the next Federation meeting in November in Chicago, the direction of the next Games would be decided by the board in Chicago. Because of negotiation reasons, details could not be discussed, but Otto noted that it was important to the Federation to have a financially viable event.

Questions and Comments:

Who will be attending the meeting in Chicago? Otto replied that Des Sullivan will be attending the meeting and if re-elected as Federation delegate, she will also be attending.

International Front Runners

Minutes of the IFR Annual General Meeting - October 31-November 1 2003

Motion made by Lon Justice of BayLands seconded by Warren Snaider of DC to accept the Federation Delegates' report.

Called to a vote: Motion carried unanimously.

The Federation Delegates' report is included as Attachment #2.

VI. STEERING COMMITTEE REPORT WRAP-UP

Clark asked if there were any additional questions or comments regarding any of the steering committee reports.

Questions and Comments:

Did IFR do anything different that resulted in more clubs joining in 2003? Fracassi: Two things happened: 1) different clubs attended the Sydney meeting that ended up joining and 2) as a result of the membership breakout discussion, several people took on the responsibility to contact other clubs to encourage them to join.

What new clubs formed in 2003? Clark: Montreal, Arrhus in Denmark, Canberra, Bloomington, a second club in Marseille, Wichita, Copenhagen, Ottawa, Mexico City.

VII. IFR 2004 GENERAL MEETING & TRACK MEET – Presentation by Jon Nicholson

Jon Nicholson reported that Seattle Frontrunners is excited about hosting the IFR Meeting and Track Event in 2004 and having Frontrunners from around the world attend.

The Annual Meeting will be held on Thursday, July 22 and Friday, July 23 with a full day planned on Thursday and a half day on Friday unless it is necessary to have two full days of meetings. It will be held at the Silver Cloud Hotel or the new Gay & Lesbian Center depending on the number of people attending.

The Track meet will be on Saturday, July 24 with some events possibly on Friday depending on participation numbers. There will be field events except javelin and events will be in 5 year age groups.

Nicholson added that there will be funruns on Wednesday night and Friday. He added that there were no plans at this time to have a road race, but they were interested in getting feedback from the IFR delegates.

To encourage non-delegates to attend, there will be informal runs, as well as other planned activities in addition to the track meet.

Information on the events will be posted on the website as well as distributed by email. Clubs will also be sent brochures if they desire them. Alden Clark added that after the Boston meeting, it would be good to have Seattle coordinate with the IFR webmaster to include information on the IFR site to promote the events.

International Front Runners

Minutes of the IFR Annual General Meeting - October 31-November 1 2003

Questions and Comments:

- *Will Seattle be contacting airlines for discounted fares?* Nicholson said he will look into discounts for North American and International travel.
- Eureka Otto: Because most of the Front Runner club members are long distance and road runners, it is important to have a road race as part of the events.
- *What about attaching to an existing road race?* Clark added that might be a fall back position. He related the past custom of having a sports event (IFI – International Frontrunners Invitational) held in between Gay Games years which included competitive road races as well as “fun” events such as a relay and piggybacking off a local race during meeting years.
- *Will there be any qualification necessary to participate?* Nicholson: no, everyone will be able to participate.
- *Will you contacting other track and field clubs in addition to Front Runner clubs?* Nicholson: we will definitely be contacting Front Runner clubs; please let us know of other clubs that might be interested and we will contact them.
- *Will the track meet be open to everyone, not just the GLBT community?* Nicholson: yes, anyone will be able to participate.
- Brian Lew advocated for having a longer distance road race versus a longer distance on a track with multiple loops. Nicholson responded that having both a track meet and a road race may be stretching resources but he would go back with the suggestion to the club.
- *How many track and field events will there be?* Nicholson: Not sure but probably about 15 events.
- Wayne Morgan: it might be good to limit the number of events people can participate in.
- Clark asked for feedback on having a 5K race on the track:
 - Lon Justice: not desirable but it may be necessary to hold it on the track if a road race can't be held.
 - Brian Lew: it would be preferable to have a road race to be able to see some of the city versus running on a track.
- *Can the race be held on the waterfront?* Nicholson: No, because of the number of tourists, races along the waterfront will not be permitted.
- *Could you have a formalized fun run as a road race event?* Nicholson: that is an option but it would not be timed and because the course crosses several streets, it would not be a competitive run.
- Warren Snaider: One other event to consider that was part of past IFI events is a “fun” relay such as the Swedish relay held in Berlin.
- Alden Clark: Also, in the past, IFR has had a team trophy that was awarded to the winning relay team and that could be a way to attract non-track participants to a relay event.
- Wayne Morgan: Suggest having mixed teams. Alden Clark: It would also be good to facilitating putting teams together if there weren't enough runners on a team.

Nicholson noted that he will be facilitating the planning and organization of the event, so if people had suggestions they should contact him. Nicholson clarified that Seattle is not proposing to hold a track meet for IFR every year, but to host the 2004 event in the same manner that other clubs have hosted quadrennial events in the past. Clark noted that this discussion will be continued as part of new business later in the day.

International Front Runners

Minutes of the IFR Annual General Meeting - October 31-November 1 2003

VIII. FEDERATION DELEGATE FUNDING PROPOSAL – Presentation by Alden Clark and Gary Fracassi

Clark began the discussion by saying that at the meeting in Sydney, the delegates decided to help fund the travel costs incurred by the IFR delegates attending Federation of Gay Games meetings on behalf of International Front Runners. Up till now, delegates have paid for all their travel expenses on their own. It was decided in Sydney that a proposal be drawn up that looked at IFR's finances and recommended that Treasurer Gary Fracassi come up with a proposal for Federation Delegate funding.

Fracassi said that there were two factors to consider in coming up with a funding proposal: 1) What financial resources does IFR have? and 2) How to apportion any monies to the delegates. Regarding the finances available, he estimated that if every Front Runner club would become a member and pay their appropriate membership fees, IFR would have about \$2000/year in revenue. Based on this, he determined that a reasonable amount would be 25% of that estimated revenue or \$500 total. As for how to divide any allocated monies, he suggested there were different ways to divide the monies including prorating the amounts based on how much each delegate spent. (He noted that Des Sullivan, working for Qantas, didn't incur as many travel expenses as a delegate normally would and also that Eurika Otto when first becoming a delegate paid for her own last minute travel to Johannesburg to attend the Federation meeting that year.) He asked for any discussion.

Questions and Comments:

- Warren Snaider: One of the reasons for organizing IFR was to have representation in the Federation of Gay Games. Considering that, IFR may consider increasing the amount.
- Wayne Morgan: From experience with other sports groups, different organizations contribute nothing to paying all costs of delegates' travel expenses.
- Fracassi: Because IFR income is unknown and expenses for meetings are unknown, may need to determine amounts yearly. The proposed \$500 amount is for the current year only.
- Lon Justice: Funding for Delegates should be part of annual budget and amounts should be determined based on available funds.

Motion made by Wayne Morgan of Sydney and seconded by Jim Estes of Maine.

IFR to provide \$500 to Federation Delegates for expenses for this year.

Called to a vote: Motion carried.

After a brief discussion on how to allocate the \$500 between the delegates, it was decided that delegates should prorate the amounts based on actual incurred lodging and travel costs.

IX. **Old Business: OUTREACH** – Presentation by Alden Clark

Clark mentioned that although IFR had been working on outreach and adopting some of the recommendations made by the Membership and Outreach breakout session in Sydney, he realized that IFR communications are only as good as the contact information IFR has for the member clubs. He concluded that IFR clubs also have responsibilities to IFR. One of things implemented when a new club registers on the website is an affirmation that the club abides by the constitution of International Front Runners.

International Front Runners Minutes of the IFR Annual General Meeting - October 31-November 1 2003

Some of the duties he listed:

1. Annual registration with updated info.
2. Pay membership fees.
3. Share newsletters.
4. List events on IFR website calendar.
5. Publicize events thru IFR mailing lists.

A further suggestion was that contacts receiving information about other clubs' activities make available the information to their members so that others (besides the contact) can benefit from the information.

At this point, Hugh Cawker of Toronto called in.

Lon Justice commented that it is important that clubs know what their responsibilities are. Clark added that up until now, IFR has not established formal communications with new clubs with this type of information and he proposed sending a formal response from IFR to new clubs and to include the information as part of follow-up by regional representatives.

Eurika Otto noted that contacts and officers of clubs change frequently and that it is important that clubs know it is their responsibility to let us know of contact changes.

A discussion about the name Front Runners followed after a question about whether clubs should have Front Runners in their name was raised. Clark noted that most clubs have Front Runners in their name but there have been cases in the past where organizations, particularly in Europe, embodied several sports not just running. There have also been clubs with names in their native language which did not include Front Runners. Lon Justice also pointed out that IFR constitution gives autonomy to the individual clubs and does not require clubs to include Front Runner in their name. In recent discussions among the steering committee members, Clark noted that although IFR will encourage the use of Front Runners in clubs' names, they did not feel they could require clubs to comply. Because IFR is a running organization however, Clark also said that if an umbrella sports group has a running contingent that wants to be listed on the IFR website, there must be a direct link to the running groups information (and not to the umbrella organization).

Asked if the "Front Runner" name was copyrighted, it was commented that it is not copyrightable but there could be trademark issues. Clark noted that several clubs had incorporated as a way to prevent trademark problems.

Asked if there could be problems with several clubs adopting the same name, Clark related that the issue had just come up with the formation of a second club in Marseille France. He suggested that IFR would work with clubs to avoid confusion because of similar names.

Along with the name issue, the question was asked if IFR requires that a new club be a GLBT organization to be considered for membership. Clark pointed out that member clubs must agree to the mission of IFR and the IFR constitution states, "IFR is an affiliation of Frontrunners clubs which promotes the sports of running, walking and related athletic activities for gays, lesbians, bisexuals and transgenders and their supporters...."

International Front Runners Minutes of the IFR Annual General Meeting - October 31-November 1 2003

Although most Front Runner clubs participate mainly in road races and long distance running, there was general consensus that IFR should outreach to other track and field organizations (such as the Bay Area Distance Runners and San Francisco Track & Field). Eurika Otto also pointed out that IFR should emphasize to these organizations that it can be the voice for those other organizations to provide input to the Gay Games events in which they participate.

Clark said that the steering committee will take comments into consideration and will formalize a process for approval of new clubs. And the steering committee will communicate those duties and responsibilities and put that out to all clubs including the renewing and new clubs.

X. Old Business: TRACK & FIELD

As the last item of old business, Clark noted that one of the recommendations made by the Track & Field breakout group at the Sydney meeting was to promote Track & Field and he distributed minutes from the breakout group. He encouraged anyone with comments or suggestions for things to act on should contact the steering committee.

At this point there was a break for lunch.

The meeting was resumed at 1:35 pm with Don Warren providing information on the hosted dinners.

XI. WORK SESSION: IFR TRACK & FIELD AND MARATHON SUGGESTIONS

Clark explained that one of the reasons IFR organized was to provide input to the Gay Games on events that Front Runners participated in. In Sydney a discussion on what recommendations IFR's Federation Delegates should take back to the Federation regarding the track and field and marathon events was begun. As a quick summary, Clark mentioned that in Sydney there was a suggestion that Track & Field and Marathon be combined under one sport, possibly called "Athletics" much like Aquatics encompasses Diving and Swimming events. One of the other problems discussed was having two 10K events: one as part of Track & Field and one as part of the Marathon event. So it was decided to gather input and make specific recommendations for holding the events in the future.

Des Sullivan was quoted as saying, however, that logistics for track and field and road races were very different and combining both would be very difficult. He also stated that combining Track & Field and Marathon would result in a loss of revenue since recent Games have organized the marathon event to include road races and be open to the public (i.e. there was no Gay Games registration requirement to participate) to increase participation and revenue.

Because the Marathon event has included a 10K, ½ Marathon and Marathon, it was suggested that it might be appropriate to rename the event "Road Races" or "Road & Trail" if there is a trail event. Although some suggested having a separate 10K and Marathon (for those that might want to do both), it was commented that it may be difficult logistically to organize two road races.

Regarding the Federation's role in how the Games are run, Eurika Otto said that the Federation requires that certain events are held and can provide guidelines for those events to the host city, but cannot dictate when or how things are scheduled. She also noted that any caps on the number of participants are determined by the host city based on the resources available. She also said she

International Front Runners Minutes of the IFR Annual General Meeting - October 31-November 1 2003

would look into the numbers of Gay Games registrants and non-registrants participating in the past Gay Games Marathon events.

There was also discussion on medals: whether non-Gay Games participants in the marathon can receive Gay Games medals, whether there should be separate medals for participants and non-participants, the fairness of being able to medal when paying a different fee, whether there should be one fee for both Gay Games participants and non-participants, and whether IFR should recommend that there be finisher medals.

Some of other suggestions included possibly having a medaled 5K/10K at the beginning of the week and a non-medaled 5K/10K with marathon, or schedule events so someone could do a 10K at the beginning of the week as well as the marathon on the last day.

The following suggestions were voted on and were recommended to the Federation Delegates to pass on to the Federation and future Games host cities:

- Keep Track & Field and Marathon events separate.
- Inquire whether there will be a trail event, and if so, rename the "Marathon" event to "Road & Trail", otherwise rename it to "Road Races"
- Limit distance on track to 5000m event and designating it as the "5000m" instead of "5K."
- Include a 5K road race event along with 10K, ½ marathon and marathon events as part of the "Road" event.
- Adjust pricing of track & field registration or take other steps to discourage "scratching" (people registering for an event and not showing up).
- Hold three events separately: 5K, 10K run separately early in week and ½ marathon and marathon run concurrently on last day; or, if that is not feasible, hold two separate events: 5K and 10K run concurrently early in the week, and the ½ marathon and marathon run concurrently at end of week.
- Have separate marathon finisher's medal.
- Have staggered starts. If events are run concurrently, have different bib colors and bibs front and back so participants know who their competitors are.

Recommendations for operations were:

- KM/mile markers on course.
- Ensure participants can get to start.
- Adequate course support.
- Minimize number of loops.
- Sufficiently early start (for the marathon.)
- Improved timing process.

Other general practice recommendations:

- Track & Field events be held separately for men and women, but could be combined for road races.
- Consistent age groups for award medals.
- Medals awarded consistently for all events (i.e. if award medals 3 deep, do not award less medals if there are fewer participants.)
- Have sufficient food and water
- Provide better information about Track & Field check-in rules.
- Advise runners of language used to start races.

International Front Runners Minutes of the IFR Annual General Meeting - October 31-November 1 2003

In addition, there was discussion about recommending a “fun” event much like the “Pink Flamingo” event swimmers have, or the Swedish relay that was held in Berlin. However, it was decided that rather than ask Gay Games organizers to put on such an event, IFR may want to consider organizing the event on their own.

At this point there was a short break.

XII. HOUSEKEEPING

Clark went over some housekeeping items. He described the menu for the Clam bake and noted there was a vegetarian option. He also encouraged delegates to look at the information in the delegate packet – there are maps, as well as lists of events taking place during the weekend that people may be interested in.

At this point, Stefan Huch joined the conference call.

XIII. NEW BUSINESS: IFR QUADRENNIAL EVENT – Presented by Alden Clark

Clark noted that there has been discussion off and on about having a formalized IFR quadrennial event and he wanted to see if the group could come to consensus about whether such an event should be part of the IFR calendar. He provided some history by saying that IFR has had several events in the past: in 1988 there was a track meet in New York; in Long Beach in 1992 and Toronto in 1996, the IFI (International Frontrunner Invitational) events were held, which included running and social events. Then in 2000, after IFR was formalized, IFR had a meeting in Berlin and participated in the Berlin Games. The thinking in the past was to have an event in between Gay Games years to continue the Gay Games “spirit” and provide an opportunity to meet with other Front Runners.

Lon Justice suggested that IFR has already established a tradition of holding a quadrennial event that advances IFR’s mission of outreach and community involvement. In going forward however, he recommended that IFR set up an outline and structure for the event so clubs that are considering hosting the event can know what is expected of them. He said it is also important to know how much IFR will do to contribute to a successful event (in terms of marketing, financing, etc.) Justice also said that IFR needs to give it an identity and use it as a marketing event to gather more runners and clubs.

Vote: Is a quadrennial event a tradition that IFR would like to continue? Yes.

It was suggested that it would be beneficial to have a consistent name. There were some concerns about using “Invitational.” Other suggestions were: “Open,” “Gala,” “Meet,” “Games.” Delegates were asked to think about it more and a decision would be made tomorrow.

Clark asked what kinds of guidelines IFR should come up with for clubs hosting the quadrennial event. Some suggestions made:

- A team competition where a trophy can be awarded. Traditionally this has been a relay event.
- A program that includes both competition and social events: a form of team event fostering healthy competition and fun and also serious sporting events to be inclusive of all members.

International Front Runners Minutes of the IFR Annual General Meeting - October 31-November 1 2003

- Have both track and field and road race events, perhaps have a minimum list of events.
- Could use part of the IFR budget or part of the proceeds from an event to help provide resources to a hosting club.
- IFR may make it a responsibility of member clubs to disseminate information on the quadrennial event to its club members.
- Don't limit to Front Runners - open event to public to increase outreach and generate more good will as well as increase participation.
- Have some sort of opening ceremony or event that recognizes participants from different clubs.
- Include social events including a dinner.
- Include a road/trail event (individual and team relay) and some minimum set of track and field events and let clubs
- 1-2 day event to make it worthwhile for those traveling long distances.
- Must also plan a general meeting to be held adjacent to sporting event.
- IFR should provide examples of what was done in past events.

Clark closed the meeting for the day saying the discussion would be continued the next day at 11:00 am. He reminded delegates that there would be fun run and brunch in the morning before the start of the meeting.

The meeting was adjourned at 4:50 pm.

International Front Runners

Minutes of the IFR Annual General Meeting - October 31-November 1 2003

Saturday, 11 October 2003

I. WELCOME AND START-UP

IFR President, Alden Clark opened the second day of the meeting at 11:10 am . He went over some housekeeping items including information and directions to the Clambake function.

Adding to information provided the previous day, Clark noted that in addition to the clubs already mentioned, two other new clubs formed in the past year were Tulsa and Memphis.

II. IFR QUADRENNIAL EVENT (continued from previous day)

Clark summarized the discussion from the previous day listing some of the suggestions made for the quadrennial event. He noted that some information on previous events was available and they would be made available to hosting clubs to help organize and plan the event.

Clark suggested a point by point vote on quadrennial event recommendations. The following were agreed on:

- Have 2 or more days of running events.
- Have a minimum of a road/trail event, a team relay event and to include track events with host clubs having flexibility to determine which events to have.
- A social event needed.
- Need some kind of event to acknowledge teams and participants.
- Provide hosted housing and information on other housing options such as hotels or dorms. Additionally, clubs should be prepared to provide numbers of people they will be able to host when making a bid to host the event.

At this point, Clark distributed a list of requirements developed for hosting the Annual General Meeting noting that some of the requirements overlap with those for the quadrennial event. See Attachment #3.

In reviewing the list of AGM requirements several different options were suggested for remote participation in the meeting such as web access/net meeting capabilities, streaming audio and video as well as phone calls. Although holding an annual meeting could be conducted entirely electronically or via teleconferencing, several delegates stressed the importance of having a face to face meeting although accommodation for those that cannot attend should be made.

Wayne Morgan called in at this point.

Additional AGM requirements approved:

- Require teleconferencing capability.
- Let host club determine teleconferencing options. Clark noted that IFR has established an account with a teleconferencing provider and this can be used in the future if desired.

International Front Runners

Minutes of the IFR Annual General Meeting - October 31-November 1 2003

The discussion returned to the name of the quadrennial event. Suggestions were: "Fruit Basket Run," "International Front Runner Invitational," "Open," "Gala," "Meet," "Games," "Fest," "Fete," and "Palooza." It was decided to have a final vote at the end of the day.

III. IFR NEW CLUB MEMBER POLICY

Clark referenced a list of guidelines that the IFR steering committee may use for acceptance of new club members (see Attachment #4) and asked for any additions.

Brad Miyasato and Gary Fracassi noted that many new clubs do not provide complete contact information on the club information sheet/application. It was decided that to be considered, all contact information (including mailing address and phone numbers) are required. In addition to the guidelines for new club acceptance, it was suggested that regional representatives do outreach to new clubs in their region. A further suggestion was that existing neighboring clubs be notified when a club starts up so that they can provide support to the start up and on a quarterly basis send a message out listing all new clubs. Other recommendations were: let new clubs know who their regional representative is and provide contact information; have steering committee send acceptance acknowledgement to new club; have steering committee responsible to let clubs know when a new club is started.

IV. PROGRAMS FOR SENIOR RUNNERS – Presentation by Eurika Otto

Eurika Otto mentioned that John Lockhart of San Diego had advocated for the creation of a program called 50-PLUS ("People Like Us") – for mature members 50 years old and older which could include special receptions, media conferences, meetings and workshops to encourage participation by older runners. She said that Lockhart's proposal was for originally just a proposal for inclusion in the Gay Games, but could also be incorporated into the events like the Seattle event and if it was well received, it could be presented to the Federation. Jon Nicholson said he will follow-up with John Lockhart and also see if Seattle would be interested in putting something on.

Expanding the discussion, Warren Snaider reported the DC club was having more of an issue attracting younger members rather than older members. Clark mentioned that Boston had a similar problem but things have improved recently. Jon Nicholson related that Seattle actively recruited younger members and it has been very successful in attracting younger members and currently roughly 35% of their membership is under 30. Suggestions from other clubs included: more publicity and marketing, holding fitness workshops and personal invitations.

V. IFR ELECTRONIC COMMUNICATIONS/MEMBERSHIP OPTIONS – Presentation by Brad Miyasato

Brad Miyasato, IFR webmaster, made a presentation in which he described some of the online communications options IFR had setup. See Attachment #5 to these minutes.

He first noted that we have a set of email addresses setup for the steering committee members and have the provision to setup email addresses for each of the IFR member clubs. These can be

International Front Runners

Minutes of the IFR Annual General Meeting - October 31-November 1 2003

used to forward to a club contact or contacts or be setup as an email box. Miyasato also described the different mailing lists IFR has set up to facilitate communications between clubs and to promote sharing of newsletters. He noted that in order to prevent the mailing lists from being "spammed," the lists were setup so that only those on the list can send to the list. If different persons would be posting information, or if different email addresses will be used, clubs need to communicate this information to him so that messages will be distributed to the appropriate contacts. He also noted that fr-talk mailing list had been discontinued and in its place a bulletin-board "forum" section has been added to the website for online discussions.

In addition, the frontrunners.org website has an area specifically for club contacts where clubs can get access to the club directory, other IFR information, as well as update club information. He noted that because it contains potentially private information, it is password protected. He then described the online form IFR uses to get information on prospective new clubs, as well as established clubs. He described the various contact and club information requested.

Responding to a comment that club newsletters were not posted on the IFR website, Miyasato noted that because most of the club newsletters contain private information such as members/officers addresses and phone numbers, it was deemed inappropriate to have a section on the website to protect private information. The club information page also indicates whether clubs have paid their fees for the year and if it has not, there are links to submit online payments.

At this point the discussion turned to the role of the webmaster in the IFR organization. Because there was general agreement that communications were important to IFR, it was suggested that the steering committee be expanded to include the webmaster. Discussion points included whether the position would be an elected or appointed position and whether the position would or would not have voting privileges.

Motion made by Warren Snaider of DC and seconded by Lon Justice of BayLands.

Add the webmaster position as a member of the IFR Steering Committee. The webmaster is a non-voting, appointed position.

Called to a vote: Motion carried.

VI. ELECTION OF FEDERATION OF GAY GAMES DELEGATE

As dictated by the IFR constitution, Alden Clark reported that one of the Federation Delegate positions (the position currently held by Eurika Otto) was up for re-election.

Motion made by Wayne Morgan of Sydney and seconded by Lon Justice of BayLands.

Move to have Eurika Otto continue as Federation Delegate for another 2 years.

Called to a vote: Motion carried.

VII. IFR 2004 BUDGET - Presentation by Gary Fracassi

IFR Treasurer Gary Fracassi distributed a proposed budget for the next year (see Attachment #6). He noted that because new clubs usually have less than 25 members and are therefore not

International Front Runners Minutes of the IFR Annual General Meeting - October 31-November 1 2003

required to pay any dues, it is not expected that revenues will increase significantly even if new clubs are formed. He added that amounts for AGM are estimates and need to include phone and printing costs.

Questions Fracassi raised were: 1) are there other expenses that need to be considered? 2) should IFR establish a target reserve? and 3) is there a need to change the membership fee structure?

Regarding advertising expenses, there were several comments that because there already were clubs in most major cities, it would be preferable to have ads in smaller cities. It was also suggested that IFR develop ads that clubs can distribute.

Vote: Does IFR authorize \$250 in seed money for the quadrennial event? Carried.

Because there was no expectation of increased expenses, it was decided that a change to fee structures was not necessary at this time.

Motion by Lon Justice of BayLands and seconded by Warren Snaider of Sydney to accept Budget.

Called to a vote: Motion carried.

VIII. 2005 AGM HOST

Michael Tomas, Eileen Murphy and Jon Borset of San Francisco made a presentation in a bid to host the IFR 2005 AGM. They proposed that the Meeting be held in conjunction with the San Francisco Pride Weekend. There were many Pride Weekend activities planned including a Film Festival and Dyke March. The meeting would be held at the new GLBT Center and hosted housing and transportation would be available to attending delegates.

There were no other bids to host the 2005 AGM.

Motion by Lon Justice of BayLands and seconded by Jon Nicholson of Seattle.
Accept San Francisco as the host of the 2005 AGM.

Called to a vote: Motion carried.

It was suggested that San Francisco provide a progress report in Seattle.

IX. ELECTION OF REGIONAL REPRESENTATIVES

Alden Clark said the representative positions for the following were up for re-election:

- Eastern USA
- South Central USA
- Europe

International Front Runners

Minutes of the IFR Annual General Meeting - October 31-November 1 2003

It was reported that regional representatives serve 2 year terms; that there is no set schedule for meetings; that the steering committee communicates electronically and communications are issue driven. It was also noted that there were no formal requirements for regional representatives.

At this time, there was a break so those clubs in those regions could meet and elect their representative.

Results:

Alden Clark was re-elected as the Eastern USA regional representative.

Gary Fracassi was re-elected as the South Central USA regional representative.

Because there were no European clubs in attendance (Stefan Huch had left the conference call), the European representative would be announced later and similarly the IFR officers (who are elected from within the Steering Committee members) would be selected and announced at a later date.

X. NAME OF IFR QUADRENNIAL EVENT

A vote for the name of the quadrennial event from: International Front Runner ... "Invitational," "Open," "Gala," "Meet," "Games," "Fest," "Fete," "Gaymes," "Palooza," and "Fruit Basket."

The name selected with the most votes was "International Front Runner Games."

VI. ADJOURNMENT

Motion made by Gary Fracassi of Orlando seconded by Brian Eggert of Los Angeles to adjourn the meeting.

Called to a vote: Motion carried.

The meeting was adjourned at 4:30 p.m.

These minutes were respectfully submitted by Brad Miyasato (Shoreline).

**International Front Runners
 Minutes of the IFR Annual General Meeting - October 31-November 1 2003
 Attachment #1 – Treasurer’s Report**



**INTERNATIONAL FRONT RUNNERS
 Treasurer’s Report
 12/31/2002**

Revenues

	# clubs	rate	duespaid	
Clubs with 1-25 members	6	-	-	
Clubs with 26-50 members	4	25.00	100.00	
Clubs with 51-150 members	10	50.00	500.00	
Clubs with 151-250 members	3	75.00	225.00	
Clubs with over 250 members	4	100.00	400.00	
Dues received				1225.00
Contributions in excess of dues				50.00
Total Revenues				1,275.00

Expenses

Web costs	240.00	
Printing, postage & supplies	8.46	
Flag sponsorship	120.93	
FOGG dues	200.00	
Credit card processing fees (incl \$49 set up fee)	174.33	
Bank charges	100.00	
Total Expenses	843.72	
Excess revenues over expenses		431.28
Cash balance at beginning of year		2,332.17
Current cash balance		2,763.45

**International Front Runners
Minutes of the IFR Annual General Meeting - October 31-November 1 2003
Attachment #1 – Treasurer’s Report**



INTERNATIONAL FRONT RUNNERS
Treasurer’s Report
09/30/2003

Revenues				
	<i>LY #</i>	# clubs	rate	dues paid
Clubs with 1-25 members	6	16	-	-
Clubs with 26-50 members	4	7	25.00	175.00
Clubs with 51-150 members	10	11	50.00	550.00
Clubs with 151-250 members	3	6	75.00	450.00
Clubs with over 250 members	4	5	100.00	500.00
Dues received	27	45		1,675.00
Contributions in excess of dues				25.00
Total Revenues				1,700.00

Expenses	
Web costs	240.00
Printing, postage & supplies	
AGM costs	
FOGG dues	100.00
Delegate reimbursement	
Credit card processing fees	139.49
Bank charges	
Total Expenses	479.49
 Excess revenues over expenses	 1,220.51
 Cash balance at beginning of year	 2,763.45
Current cash balance	<u>3,983.96</u>

**International Front Runners
Minutes of the IFR Annual General Meeting - October 31-November 1 2003
Attachment #2 – Federation Delegates' Report**

To **All International Front Runners club members**

From **Eurika Otto and Des Sullivan**
 IFR Delegates to the Federation of Gay Games

Date **10 October 2003**

Dear Front Runners

Since the last annual meeting of International Front Runners held in Sydney, Australia, from 31 October - 1 November 2002 Des and Eurika have attended only one Federation of Gay Games emergency meeting. Since the meeting was held to discuss the ongoing negotiations between FGJ and Montreal the content is confidential and cannot at this time be revealed.

Ongoing tasks

- **Delegate participation**

Eurika and Des continue serving on several Federation activities – Eurika on the Sports Committee, the committee's Marathon Coordinator, Sport coordinator subcommittee co chair and the Technology Advisory Board and Des on the Sports Committee, the committee's Track and Field Coordinator, the Communications Committee and the Acting Montréal Liaison Task Force.

- **Next meeting**

Chicago was selected as the site for the Federation's November 2003 annual meeting.

- **Conclusion**

If any Front Runners clubs want further or specific information about the Federation please contact Eurika at eurikao@hotmail.com or Des at despat@ozemail.com.au or check out the Federation website at www.gaygames.com

Enjoy your running

Eurika Otto and Des Sullivan

10/11/03

**International Front Runners
AGM Meeting requirements**

The host club should:

- 1) Provide a meeting room for 50 to 80 people, as a firm number will not be known until the responses from the clubs come in.
- 2) Provide a hosted housing option for the delegates and information on hotels near the meeting and event sites, and transportation.
- 3) Provide amplification or sound equipment.
- 4) Provide a teleconferencing option
- 5) Provide recording equipment to cover the duration of the meeting.
- 6) Provide logistic support for the registration and check-in of delegates.
- 7) Provide supplies for the meeting such as nametags, paper and pens.
- 8) Provide photocopying or identify a nearby location where it can be done.
- 9) Provide refreshments for the meeting such as a variety of water / juice / coffee / tea / soda and possibly fruit or bagels.

Additional items that host clubs may want to consider:

- 1) Creating a commemorative T-shirt.
- 2) Coordinating the meeting with another event in their city.
- 3) Have options for guests/spouses of delegates such as fun runs, shopping or sightseeing.

**International Front Runners
Games requirements**

- 1) At minimum a 2 day event with running and social events
- 2) The format should have something to acknowledge the teams
- 3) Running events should include a Team competition, relay events; road or trail; event, and track
- 4) The timing of the events should take transportation into consideration
- 5) It is OK to open this up to the local community
- 6) May have both structured competition and fun events

10/11/03

International Front Runners

Guidelines for acceptance of new club members

- 1) They have filled out the IFR application with contact information, with a second person if possible
- 2) They are a GLBT running club open to both genders
- 3) They can be part of a larger organization but if so there needs to be a running designation
- 4) They are encouraged to use Frontrunners in part of their name, a shorter version in common usage is OK
- 5) If we have a link to their website it should be obvious from their home page how to get to the running information
- 6) They are encouraged to have a run schedule or a contact person for information on runs.

International Front Runners

Duties of the individual clubs once they are accepted for membership

- 1) They agree to abide by the IFR constitution and the mission statement.
- 2) They will fill out the annual registration form
- 3) They will pay the membership fees if applicable
- 4) They will share their newsletter with other clubs
- 5) They will list their events in the IFR calendar on the IFR website
- 6) They will publicize their events by using the IFR email lists
- 7) They agree to make the information available to their membership
- 8) If they have a website they agree to provide a link to the IFR website

International Front Runners

Process flow for new member application is received

When the Webmaster receives a new club application the process will be:

- 1) Forward the application to the steering committee, the dues if sent at this time will be retained.
- 2) The Steering Committee will have discussions to reach a decision on accepting the new member.
- 3) The Secretary will notify the new club of the status. If there are reasons why they were not accepted they will be included. If accepted the notice back to the new club will include the information on the duties of that club to IFR that were worked out at AGM 2003, see above. Also include information on who the regional rep is and if dues were not included information on what membership dues are required. As part of this the Webmaster will be informed so the website can be updated accordingly. The new club should also receive information on what mailing lists and other support is available to them.
- 4) If after 1 month the dues have not been received the regional rep will follow up with the club confirming the information and seeing if any other assistance is needed.

When a request for a new club started kit is received the process will be:

- 1) The person sending out the kit will notify the steering committee of the request. Included with the kit will be an explanation of the IFR set up and the advantages of membership along with information on how to get to the form and fill it out. Also they will be given the name of their regional representative.
- 2) If after 1 month nothing is heard, the regional rep will follow up to see if they have questions or if they need any assistance. Our goal is to get them to a place where they want to join IFR and fill out an application form.



IFR steering committee email addresses:

president@frontrunners.org
secretary@frontrunners.org
treasurer@frontrunners.org
federation-delegates@frontrunners.org
rep-canada@frontrunners.org
rep-europe@frontrunners.org
rep-southern-hemisphere@frontrunners.org
rep-us-east@frontrunners.org
rep-us-south-central@frontrunners.org
rep-us-west@frontrunners.org
steering@frontrunners.org
steering-committee@frontrunners.org

Other IFR email addresses

privacy@frontrunners.org (for website privacy questions)
policy@frontrunners.org (for website policy questions)
webmaster@frontrunners.org

also available: <club>@frontrunners.org
(example: baylands@frontrunners.org, berlin@frontrunners.org)

IFR mailing lists

club-contacts@frontrunners.org
newsletters@frontrunners.org

note: the fr-talk@frontrunners.org was not being used and will be deleted

**International Front Runners
Minutes of the IFR Annual General Meeting - October 31-November 1 2003
Attachment #6 – IFR 2004 Budget Proposal**



**INTERNATIONAL FRONT RUNNERS
Budget
FYE 2004**

Revenues				
	<i>TY #</i>	<i># clubs</i>	<i>rate</i>	<i>dues paid</i>
Clubs with 1-25 members	16	16	-	-
Clubs with 26-50 members	7	7	25.00	175.00
Clubs with 51-150 members	11	13	50.00	650.00
Clubs with 151-250 members	6	6	75.00	450.00
Clubs with over 250 members	5	6	100.00	600.00
Dues received	45	48		1,875.00
Contributions in excess of dues				-
Total Revenues				1,875.00

Expenses		
Web costs	13.00%	240.00
Printing, postage & supplies	1.00%	25.00
AGM costs	11.00%	200.00
FOGG dues	5.00%	100.00
Delegate reimbursement	27.00%	500.00
Credit card processing fees	8.00%	150.00
Bank charges	0.00%	-
Total Expenses		1,215.00
Excess revenues over expenses		660.00
Cash balance at beginning of year		4223.96
Current cash balance		<u>4,883.96</u>