**NWI TRI Monthly Meeting Agenda**  **Date:** 2/015/2021 **Time:** 6:37-8:08 PM

**Segue** (*Personal* Bests) (10 min update)

**Scorecard** (10 min, to 7:20**)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MEASURABLES** | **Target Goals** | **March** | **Feb** | **January** | **December** | **November** | **October** | **September** |
| **Club Growth/Reach** |  |  |  |  |  |  |  |  |
| # New Members |  |  | **2** | 1 | 1 | 0 | 0 | 0 |
| # Added to mem FB Group |  |  |  | 1/62 | 2/61 | 0/59 | 0/60 | 0/60 |
| Total Current Members |  |  | **74** | 72 | 71 | 70 | 70 | 70 |
| Total likes on Facebook |  |  |  | 643/657 | 641/654F | 642/655F | 643 | 643 |
| # of potential new members |  |  |  | 3 | 3 | 1 | 0 | 0 |
| **Social Media Posts** |  |  |  |  |  |  |  |  |
| NWI Tri Promotional/Event | **2** |  |  | 0 | 3 | 2 | 1 | 0 |
| Triathlon Awareness | **2** |  |  | 3 | 2 | 5 | 0 | 0 |
| Puntillo & Crane 70.3 - Ken | **2** |  |  | 0 | 0 | 1 | 0 | 0 |
| Select Physical Therapy 70.3 - Emily | **2** |  |  | 1 | 2 | 2 | 0 | 0 |
| McGuckin Chiropractic (s)- Terri | **.5** |  |  | 0 | 1 | 0 | 0 | 0 |
| Trailblazers Bike Barn (s) - Jennifer | **.5** |  |  | 0 | 1 | 0 | 2 | 0 |
| 3 Floyds Brewing (s) - Ashley | **.5** |  |  | 0 | 1 | 1 | 0 | 0 |
| Leo’s Mobile Bike (s)- Amanda | **.5** |  |  | 1 | 0 | 1 | 1 | 0 |
| Munster Masters (s)- Terri | **.5** |  |  | 1 | 0 | 0 | 0 | 0 |
| **President Report** |  |  |  |  |  |  |  |  |
| Newsletter sent | **1** |  |  | 1 | 0 | 0 | 1 | 0 |
| **Treasurer Report** |  |  |  |  |  |  |  |  |
| Total $ Deposited |  | **100.00** |  **0.00** | **158.75** |  | **$190.00** | **$** |  |
| Total $ Withdrawn |  | **0.0** |  **30.00** | **420.30** |  | **$500.00** | **$6.00** |  |
| Current Balance |  | **4615.91** | **4515.91** | **4545.91** | **4,907.46** | **$4,878.56** | **$5,188.56** |  |
| **Secretary** |  |  |  |  |  |  |  |  |
| Minutes emailed to members | **1** |  |  | 1 | 1 | 0 | 1 | 1 |

**Quarterly Initiative Review** (on-track/off-track, 5 mins, to 7:25)*:*

1. *Revamp Sponsor Packet for 2021*
2. *Update Website with events/photos/bios*

**Headlines/Information to Share** (5 mins, to 7:30)

|  |  |
| --- | --- |
| AK | Gift cards for winter challenge have been sent up through Bob, need to Sara! |
| AK | Winter challenge is going GREAT! Thanks to Mike for picking up the slack! |
| AK | New member this week! Does anyone know the others that tried to join? Michelle Saigh, Bridget Durocher (Emily sent them message to join via our website that we would love to have them). |
| JBux | Leon to briefly join our call to discuss his races this year. |

**To-Dos** (5 mins, to 7:35)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Who** | **To-Do’s, manifested from Issues and assigned to a committee or individual** (5 mins, to 10:40) |  **Due Date** | **Done** |  **Not done** |
| ED | Emily will reach out to Ken Cawthon to check on current events at the pool. Ken reached out via email to discuss. Forwarded his message to Ashley to have her call him about strategy for later this year.  | Feb | X |  |
| ED | Deposit $100 (balance from Chase Bank) into Centier Bank account this week | Feb | X |  |
| JBux | Add newsletter archive to website; add Bill Pauley video to Website (share also on Facebook); refund deferral participants for our April race; update sponsor packet after Terri views | Feb | X |  |
| MS | Contact Driven for package payout details | Feb |  | X |
| JBux | Give Emily names of people to recommend for Hall of Fame on website | Mar |  |  |
| AK/MS | Work through changing money accounts (Routing Numbers and change on website) | Feb | X |  |
| CP | Create draft of bios questionnaire, post in Slack for approval to send to members | Feb | X |  |
| AH | Bring updated sponsor packet to Xmile re interest in sponsoring | Feb | X |  |
| AK | Write newsletter, announce cancellation of Brickyard/Kick-off party | Feb | X |  |
| JBux | Look into refunding race entries for Brickyard, send refunds (after newsletter is sent) | Mar | X |  |
| TS | Review Sponsorship packet | Feb | X |  |
| ALL | Fill out Chris’ form for bios for website | Mar |  |  |
| AK | Look into refunds for Brickyard | Mar |  |  |
| AH/AM | Ask Heather at Extra Mile about digital coupon | Mar |  |  |
| ED | Deliver T-shirts for random winners | Mar | X |  |
| JBux | Confirm new members are in Garmin group, add manually if necessary | Mar |  |  |
| AK | Write proposal for Virtual Kick-off party, post in slack for collaboration | Mar |  |  |
| AK | Call Ken Cawthon for Hobart Pool Details | Mar |  |  |
| TS | Create club TikTok account – start making vids! | Mar |  |  |
| CP | Chris to create Instagram account, link to Facebook and start making content!, announce custom hashtags on social networks - #nwitri #nwitiathletes #giddyup | Mar |  |  |

**Issues List**

IDS(50 min, to 8:25) *(who is tee-ing up? Restate the problem in 1 sentence, identify root cause; Discuss; Solve)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Urgency** | **Who** | **Restate problem in 1 sentence:**(Either an Information-Given, or Information-needed, or To-Do) | **Root Cause, found to be:** | **Solution that we plan:** |
| X | High | JB | Leon will be joining us today (maybe?) | Discuss upcoming race details and feedback from board | 3 Races coming – 1st Sunday in June (Hammond s/oly), Last Weekend in June (Hobart Sprint), Sep 11 @ Dunes – details to come |
| X | High | MS | IN: Prize awards process – how to best deliver t-shirts | More cost effective to deliver or ship? | Emily will deliver shirts; caught up! |
| X | High | AK | IN: Brickyard Sprint, Did Emily talk with Ken about Fall race? |  | Ashley will call Ken to get update |
|  | Med | All | Criteria for Hall of Fame on website |  |  |
| X | High | AK | IN: Kickoff party – Virtual! When? How? Agenda and giveaways? BRAINSTORM |  | Ashley will put something in Slack and we can vote on by next meeting. Virtual party and a group meet up workout. |
| X | Low | AK | Getting to know NWI Tri members – Chris’s form when, how, cadence etc.. |  | Finalize form and send out to be filled out by members. Emily to send out link with club minutes. |
|  | Low | AK |  IN: What are your thoughts on creating a Club Historian? | Documents and history of the club go back years before my time. Could do with an official org structure and designate a person responsible for maintaining/adding photos and data |  |
|  | Low | AK |  IN: .net to .org transition and implications | We need to review inventory marked with .net and determine if we should make this change. |  |
| X | Med | AK | IN: Feedback on boosting interaction on social media – Instragram? More regular posts on the group page. More facilitation of conversation. |  | Terri to look into TikTok and Chris to look into Instagram. |
|  | Low | AK | IN: Ideas for Munster Masters on social media |  |  |
|  |  |  | Other items in the wings:1. More use of website – events, group trainings, races going on, etc…
2. More education/promotion of established group events – Ironwood, Wed Night (add to website)
3. ZWIFT 101 training – zoom/in-person
4. More digital education – open forums, demonstrations, etc..
5. Building spectator presence at member races
6. Revisit buddy program – assign a leader to hold buddy’s accountable
7. New Triathlete training program – workshops, clinics, swimming lessons
8. Promotion of relays
9. Thermometer for fitness – integrate into off-season training?
10. Revisit board member club discount, adjust by-laws. Sponsor low-income members.
 |  |  |

**Conclude:** (5 mins, to 8:30) Recap To-Do List, Review Cascading Messages to Club, Rate the meeting (1-10)

\**Did the meeting start on time? Did we stay on track? Did we get a lot accomplished? Did everyone participate? Did everyone bring a positive attitude?*

|  |  |
| --- | --- |
| Member | Rating |
| Ashley | 9 |
| Terri | 9 |
| Mike | 8.75 |
| Emily | 8.5 |
| Jason | 8 |
| Ken | - |
| Chris | 8.76 |
| Amanda | 8 |
| Jennifer | 9 |
| Kim | - |