**NWI TRI Monthly Meeting Agenda**

**Date:** 12/5/2021 **Time:** 11:00 AM -12:45 PM

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

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

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MEASURABLES** | **Target Goals** | **Nov** | **Oct** | **Sept** | **August** | **July** | **June** | **May** | **April** | **March** |
| **Club Growth/Reach** |  |  |  |  |  |  |  |  |  |  |
| # New Members |  | 1 | 0 | 0 | 0 | 1 | 2 | 6 | 3 | 1 |
| # Membership renewals |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |  |
| # Added to mem FB Group |  | 1 | 0 | 0 | 0 | 1 | 2 | 6 | 3/64 | 2/64 |
| Total Current Members |  | 89 | 88 | 88 | 88 | 88 | 87 | 85 | 79 | 75 |
| Total likes on Facebook |  | 668/684 | 667/683 | 663/678 | 663/679 | 659/674 | 655/671 | 647/662 | 644/659 | 642/658 |
| # of potential new members |  | 0 | 0 | 8 | 3 | 2 | 3 | 3 | 3 | 3 |
| **Social Media Posts - PAGE** |  |  |  |  |  |  |  |  |  |  |
| NWI Tri Promotional/Event | **2** | 3 | 7 | 8 | 11 | 7 | 12 | 9 | 3 | 4 |
| Triathlon Awareness | **2** | 1 | 2 | 2 | 3 | 6 | 4 | 5 | 8 | 4 |
| Puntillo & Crane 70.3 - Ken | **2** | 0 | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Select PhysTherapy 70.3 – Emily | **2** | 1 | 2 | 1 | 1 | 2 | 2 | 2 | 2 | 2 |
| McGuckin Chiro (s)- Terri | **.5** | 0 | 1 | 0 | 2 | 0 | 1 | 1 | 0 | 1 |
| Trailblazers Bike Barn (s) - Jen | **.5** | 0 | 0 | 3 | 0 | 1 | 1 | 2 | 0 | 0 |
| 3 Floyds Brewing (s) - Ashley | **.5** | 1 | 0 | 0 | 2 | 0 | 1 | 1 | 0 | 0 |
| Leo’s Mobile Bike (s)- Amanda | **.5** | 1 | 1 | 0 | 1 | 0 | 0 | 1 | 0 | 2 |
| Hasse Construction (s) – Terri | **.5** | 1 | 1 | 0 | 0 | 0 | 1 | - | - | - |
| Munster Masters (s)- Terri | **.5** | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 1 | 0 |
| Rudy Project | **-** |  |  |  |  | 1 |  |  |  |  |
| **President Report** |  |  |  |  |  |  |  |  |  |  |
| Newsletter sent | **1** | 0 | 0 | 1 | 1 | 1 | 1 | 2 | 0 | 1 |
| **Treasurer Report** |  |  |  |  |  |  |  |  |  |  |
| Total $ Deposited |  | **$0** | **$0** | **$0** | **$332.29** | **$0** | **$417.45** | **$2,242.60** | **$0** | **$190.50** |
| Total $ Withdrawn |  | **$854.79** | **$174.61** | **$335.16** | **$5** | **$236.45** | **$236.84** | **$326.81** | **$2,066.33** | **$70** |
| Current Balance |  | **$3,140.28** | **$3,955.07** | **$4,129.68** | **$4,459.84** | **$4,127.55** | **$4,369.00** | **$4,585.84** | **$2,670.05** | **$4,736.41** |
| **Secretary** |  |  |  |  |  |  |  |  |  |  |
| Minutes emailed to members | **1** | **1** | **1** | **1** | **1** | **1** | **1** | **1** | **1** | **1** |

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

|  |  |
| --- | --- |
| AK | Met with Ken Cawthon 11/11 – update will be shared during Issues |
| AK | Created spreadsheet with all vendor/sponsor contact information |
|  | Next board meeting – January 4, 2022 at 7:00 p.m. |
|  |  |
|  |  |

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

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| --- | --- | --- | --- | --- | --- |
| **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 | Take stock of shirts in garage and bring to party (still need to do) | | Oct | X |  |
| MS | Mike to complete SafeSport training | | Nov |  |  |
| JB | Get race on Porter County agenda for permission | | Nov | X |  |
| AK | Write script for Leon’s sponsor calls | | Dec | X |  |
| AK | Send out winter challenge instructions | | Nov | X |  |
| AK | Call Ken at Hobart pool | | Dec | X |  |
| AK | Send Mike SafeSport instructions | | Dec | X |  |
| AK | Post Survey on Website for member feedback | | Dec |  | X |
| MS | How many people do we need to break even at triathlon? | | Jan |  |  |
| AK | Hobart final approvals for Triathlon | | Jan |  |  |
| AH/AK | Ask Todd/Extra Mile about same day triathlon register, week-long packet pickup or just 1 day packet pickup, extra mat to recognize incoming runners to announce them at the finish line? | | Jan |  |  |
| JB | Volunteer coordinator for triathlon and prepare description of job duties. Check USAT rules for kids race. Ken needs to know how many volunteers and police officers needed by end of January. | | Jan |  |  |
| AK | Check with Driven regarding sponsor renew reminders | | Jan | X |  |
| ALL | On winter challenge, list the winner, random runner up and amount of how many participants on that challenge. Make sure to submit emails at start/conclusion of challenge. | | Jan |  |  |
| JB | Re-design transition map for triathlon per our meeting with Ken | | Jan |  |  |
| All | Check past sponsor chart for your assigned contact to send emails and sponsor packet. | | Jan |  |  |

**Issues List**

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

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| --- | --- | --- | --- | --- | --- |
|  | **Urgency** | **Who** | **Restate problem in 1 sentence:**  (Either an Information-Given, or Information-needed, or To-Do) | **Solution that we plan:** |  |
|  | High | AK | IN: Finalize Hobart Race Details – See handout  Work race: Ashley, Jason, Emily, Mike so far.  After we recover our triathlon costs, a percentage will be donated to Hobart student projects.  At sign-up, a donation link will be provided for extra donations to the school.  Mark course, set up tables on Saturday. Set up check-in at 6 a.m. on Sunday in the gym.  Access from 6:00 a.m. until noon for whole race and we will have access to bathrooms inside the building.  Course marshall will need at least 1 adult in each area to assist students.  Ken will arrange for the school police officers and students (30-60?) to assist on race day. | Table discussion of kid's triathlon for January and check USAT rules. May not be able to do kids tri on same day because of changing swim lane set up. Maybe we can do it later in the summer if our adult race goes well.  Attended tour at Hobart High School of where the triathlon will take place from start to finish for check-in, transition and swim portion. We can advertise our club sponsors/race sponsors on the Pool Jumbotron during the Triathlon and also during the Hobart swim meets. They can also display videos/TikTok videos of our club TikToks. They will advertise our triathlon after all approvals are done. We can utilize a small room for volunteers/coordination room. We can use the indoor gym to line up swimmers. Transition will be right next to aquatic center in the parking area while participant parking will be on the opposite side of the gym with an outdoor walkway to bring gear to transition. We will make more announcements of race once we get final approvals and can start to find race sponsors from the town. Ken will arrange student volunteers for school credit and thinks he can get a town announcement for our triathlon via phone message. | | |
|  | High | AK | IG: All sponsorship accounts expired 12/1 – we need to review all past sponsors and assign members to call. They were supposed to receive renewal reminders, but it seems many of them did not get them. I am working on this with the driven. | Ashley to check with Driven. \*\*Reminders went out on 12/6/21\*\*  Board members assigned a past sponsor to contact for interest. Ashley has chart with names and emails. | | |
|  | High | AK | Kick-off party date options – either Feb 26th or March 12th | Board majority voted for March 12, 2022. | | |
|  | High | AK | IN: Winter Challenge issues   1. We need to be more consistent with announcing the challenges and the results. Originally, we were all supposed to do the same thing. Let’s revisit this. 2. Member concerns about fairness – is there a way we can make this better? 3. What should we send for the 2nd random prize? | Announce winner, random runner up and # of participants. Make sure to send out email announcements at start and finish. Jason said he would reach out to the participants that were left off on last challenge. | | |
|  | Med | AK | IN: POINT system for events, dollars towards races – “training thermometer”. Logistically, how do we track? What are the awards?  Ideas for point events:  Participate in Winter challenge  Win Winter Challenge  Attend group training  Attend online event  Attend club race  Attend Kick off/End of season party  Podium at a local event  Participate in any tri/run/bike race?  Post on social media? | Table for now. | | |
|  | Med | AK | 2nd Round Club kit store opening date – suggestions? | Majority of board decided better to wait for 2022 sponsors. | | |
|  |  |  | Other items in the wings:   1. Mentorship program/Buddy program on Facebook 2. Hall of Fame Criteria 3. Member of the month 4. More digital education – open forums, demonstrations, etc.. 5. New Triathlete training program – workshops, clinics, swimming lessons 6. Promotion of relays 7. Thermometer for fitness – integrate into off-season training? |  | | |

**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?*

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| Member | Rating |
| Ashley | Present |
| Terri | Present |
| Mike | Present |
| Emily | Present |
| Jason | Present |
| Ken | -- |
| Chris | -- |
| Amanda | Present |
| Jennifer | Present |
| Kim | -- |
| Spardha | -- |