**NWI TRI Monthly Meeting Agenda**

**Date:** 4/2/2022 **Time:** 9:00-11:15 a.m.

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

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

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MEASURABLES** | | **Target Goals** | **Mar** | **Feb** | **Jan** | **Dec** | **Nov** | **Oct** | **Sept** | **August** | **July** |
| **Club Growth/Reach** | |  |  |  |  |  |  |  |  |  |  |
| # New Members | |  | 2 | 1 | 3 | 3 | 1 | 0 | 0 | 0 | 1 |
| # Membership renewals | |  | 1 | 2 | 37 | 14 | 0 | 0 | 0 | 0 | 0 |
| # Added to mem FB Group | |  | 2 | 1 | ? | 3 | 1 | 0 | 0 | 0 | 1 |
| Total Current Members | |  | 76 | 74 | 73 | 46 | 89 | 88 | 88 | 88 | 88 |
| Total likes on Facebook | |  | 693/711 | 682/699 | 675/691 | 672/687 | 668/684 | 667/683 | 663/678 | 663/679 | 659/674 |
| # of potential new members | |  | 1 | 2 |  | 0 | 0 | 0 | 8 | 3 | 2 |
| **Social Media Posts - PAGE** | |  |  |  |  |  |  |  |  |  |  |
| NWI Tri Promotional/Event | | **2** | 16 | 7 | 3 | 5 | 3 | 7 | 8 | 11 | 7 |
| Triathlon Awareness | | **2** | 5 | 3 | 1 | 1 | 1 | 2 | 2 | 3 | 6 |
| Tiny Bubbles Car Wash (i) | | **3** | 1 | 4 | 3 | 1 | - |  |  |  |  |
| ATI Physical Therapy (i) | | **3** | - |  |  |  |  |  |  |  |  |
| D to 3 Dimension (i) | | **3** | - |  |  |  |  |  |  |  |  |
| ~~NGEN (i)~~ | | **3** | 2 | 2 | 1 |  | - |  |  |  |  |
| Puntillo & Crane (70.3) | | **2** | 2 | 2 | 1 | 1 | 0 | 2 | 1 | 1 | 1 |
| New Oberfalz(o) | | **1** | 1 | 1 | 0 | 1 | - |  |  |  |  |
| 3 Floyds (o) | | **1** | 1 | 1 | 0 |  | 1 | 0 | 0 | 2 | 0 |
| Leo’s Mobile Bike (o) | | **1** | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 0 |
| McGuckin Chiro (s) | | **.5** | 1 | 0 | 1 | 1 | 0 | 1 | 0 | 2 | 0 |
| Trailblazers Bike Barn (s) | | **.5** | 1 | 0 | 1 |  | 0 | 0 | 3 | 0 | 1 |
| Primerica (s) | | **.5** | 1 | 1 | 0 |  | - |  |  |  |  |
| Hasse Construction (s) | | **.5** | 0 | 1 | 0 |  | 1 | 1 | 0 | 0 | 0 |
| Rudy Project | | **-** | 1 | 0 | 0 |  |  |  |  |  | 1 |
| Magic 5 | | **-** | 1 | 0 | 0 |  |  |  |  |  |  |
| **President Report** | |  |  |  |  |  |  |  |  |  |  |
| Newsletter sent | | **1** | 1 | 1 | 0 | 1 | 0 | 0 | 1 | 1 | 1 |
| **Secretary** | |  |  |  |  |  |  |  |  |  |  |
| Minutes emailed to members | | **1** | 1 | 1 | **1** | **1** | **1** | **1** | **1** | **1** | **1** |
| **Treasurer Report** | |  |  |  |  |  |  |  |  |  |  |
| Total $ Deposited | |  | **$2580.26** | **$285.75** | **$5334.50** | **$1,929.74** | **$0** | **$0** | **$0** | **$332.29** | **$0** |
| Total $ Withdrawn | |  | **$1,084.76** | **$478.12** | **$ 444.98** | **$79.92** | **$854.79** | **$174.61** | **$335.16** | **$5** | **$236.45** |
| Current Balance | |  | **$10,661.75** | **$8,941.25** | **$9133.62** | **$5010.10** | **$3,140.28** | **$3,955.07** | **$4,129.68** | **$4,459.84** | **$4,127.55** |
| Pending Deposits DRIVEN | |  | **$1,498.60** | **$285.50** |  | **$3,196.25** |  |  |  |  |  |
|  | **Transactions March 2022** | | | | | | | | | | | |

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| **Date** | **Description** | **Purpose** | **Withdrawal** | **Deposit** | **Balance** | **Category** |
| 3/1/2022 | USA Triathlon | USAT Sanction Fee for LaPorte Sprint | $225.00 |  | $8,941.25 | Other - Gift/Donation |
| 3/7/2022 | Stamps.com | Shipping Acct for Club | $4.99 |  | $8,936.26 | Recurring/Operational |
| 3/8/2022 | The Driven Deposit | Brickyard Sprint - 8 Registrations |  | $563.32 | $9,499.58 | Deposits - Brickyard |
| 3/9/2022 | Microsoft 365 | Email for Club | $5.00 |  | $9,494.58 | Recurring/Operational |
| 3/11/2022 | Stamps.com | Shipping for shirts for WC | $25.00 |  | $9,469.58 | Winter Challenge |
| 3/14/2022 | Meijer | Pens for Kickoff Party | $7.48 |  | $9,462.10 | Social Event |
| 3/15/2022 | Qdoba | Catering for Kickoff Party | $608.00 |  | $8,854.10 | Social Event |
| 3/15/2022 | USA Triathlon | 1 Day Membership for Rachel Stadler | $15.75 |  | $8,838.35 | Brickyard Sprint |
| 3/18/2022 | Check Deposit | 1 Sponsorship D23D ($1000), Merch Sales |  | $1,265.00 | $10,103.35 | Deposits |
| 3/18/2022 | Facebook Ad | Brickyard Sprint | $25.00 |  | $10,078.35 | Brickyard Sprint |
| 3/21/2022 | Facebook Ad | Brickyard Sprint | $5.41 |  | $10,072.94 | Brickyard Sprint |
| 3/22/2022 | Expense Reimbursement | Kickoff party Speaker (100), Background check USAT (30), Check bounce fee (12) | $142.00 |  | $9,930.94 | Social Event |
| 3/23/2022 | The Driven Deposit | Brickyard Sprint - 12 Registrations |  | $751.94 | $10,682.88 | Deposits - Brickyard |
| 3/29/2022 | Custom Signs | Stencil for Brickyard Prizes | $21.13 |  | $10,661.75 | Brickyard Sprint |

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

|  |  |
| --- | --- |
| AK | New sponsors! D to 3 Dimension and ATI Physical Therapy! – add to Brickyard T-shirts? |
| AK | Banners arrived, ideas for sticker prints (for new sponsors?) |
|  | Next Board meeting May 3 at 7:00 p.m. |
|  | April 10 – Transition practice at 9:00 a.m. at Trailblazers Bike Barn |
|  | Terri Steinhubel has stepped down from Vice President duties for personal reasons. We will be looking for a replacement. |

**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** |
| AK | Team to Include Magic5 and Rudy Project for Facebook posts and put tab in group page of where to find codes | | Apr | X |  |
| AH | Post on Facebook of questions we should ask the guest triathlete. | | Apr | X |  |
| AK | Survey for group training available time etc. | | Apr | X |  |
| JB | Flyer for race add that we have 100 medals | | Apr | X |  |
| AK | Reach out to Todd to see if he supplies number bibs and bike stickers | | Apr | X |  |
| All | Race swag and bags to hold race pickup. Spardha to check with her company. | | Apr |  | X |
| AK/AH | Local races and tris list. | | Apr | X |  |
| AK | Sinko Sign printers for banners? Order banners | | Apr | X |  |
| AK | Tell us what kind of table cloths we need to pick up | | Apr | X |  |
| JB | Add group trainings to website calendar? | | ASAP | X |  |
| AK | Order yellow NWI Tri silicon swim caps | | May |  |  |
| AK | Revise calendar of Facebook sponsor media posts for NGEN>D3, ATI (Spardha) and Tiny Bubbles (Kim) | | May |  |  |
| JB | Check with Omni re 2 sides to shirt (sponsors on back) and price for 125 (and we’re adding 2 more logos) | | May | X |  |
| AH | Check to see where to get 2 logos created on a sticker to be put on our banner (Cinco, VistaPrint?) | | May |  |  |
| JB | Create bike stickers for race (numbers are 100-200) | | May | Waiting on Numbers |  |
| AK | Check with KenW on next swim at 50 meters (4/21, 4/24, 4/25) | | May |  |  |
| AK | Triathlon panel – assemble panel for question/answer re racing, training, race day prep, nutrition) | | May |  |  |
| AK | Order race tshirts this week (125 and keep under $1000) | | May |  |  |
| ED/JB | Test out painting bricks and how much spray paint will be needed. Sam will let us know when to deliver bricks. | | May | x |  |
| AK | Poll the board on whether to have 3 age group bricks or just the 1st place age group | | May |  |  |
| MS | Race day: cash for police, firemen and find out the new contact, check for Ken and check for Todd | | May |  |  |
| JB | Make a hand out for volunteers listing where to meet, what time, where they will be stationed, how long to stay there, and how to get back to transition area | | May |  |  |
| JB | Ask Ken for a map of school and exterior so we can make a hand out of race map and transition area to be placed in packet pickup bags. | | May | Emaisent |  |
| AK | Check with Kathy Hruby re number of bike racks, bus to drive on race day, what time for her to be there on race day | | May |  |  |
| AK | Assign a volunteer to be able to rescue/repair bikes on race day | | May |  |  |
| JB/ED | Check at Menards for 32 sign holders for the arrow signs and Jason will figure out where each sign will need to be placed on race map. Price out water jugs too. | | May | x |  |
| JBr | Ask around for food and water donations for race day. Race day: pickup food and bring to race | | May |  |  |
| KH/MS | Does Ken have a water jug we can borrow? MS has a water jug too | | May |  |  |
| JB | Race day: responsible for volunteer check-in, bring NWITRI table, flags, tent and sweep the course the day before. | | May |  |  |
| ED | Race day: monitor athlete check in and make sure we have body markers | | May |  |  |
| AK | Ask sponsors if they want to add anything to race day bags. Order more business cards | | May |  |  |
| MS | Let Ken know how many and where to put race day signs in the school of where to go, etc. | | May |  |  |
| JB | Distribute the last of the Winter challenge tshirts | | May | x |  |
| AK/JB | Ashley to set up training on Facebook events and Jason to put onto our website | | May |  |  |
| ED | Ask Pleasant View Dairy if we can get chocolate milk for race day | | May |  |  |
| AK | Notify church on the run course of our race on that Sunday | | May |  |  |

**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) | | **Solution that we plan:** |  | |
| High | | AK | | Kick-off party recap – how do we think it went?  Good?  Bad?  Suggestions for next time?  33 Members  13 Non Members  $1,255 in prizes and race entries!!  Survey results | | Board thinks everything went great except for a few blips on the Internet. Ashley kept the speech flowing quickly, lots of members at the party, everyone seemed to enjoy the guest speaker, food was good but they forgot to give us burners.  We would like to select this same location for next year.  We had a great turn out of door prizes to give away and got some great responses in surveys. | | |
| High | | AK | | Group training/events for April/May  -Transition  -Swim (Hobart pool turns 50M after April 11)?  -Bike  -Run  -Panel? | | Sat May 7th – Ken’s Terrible, Horrible Ride from Valpo.  Need to encourage members to post on Facebook group page if they want to have a spontaneous workout meet up in their area—maybe on April 9th?  Next swim in Hobart pool when its 50m and check with Ken W. on availability (April 21, 24, 25) (Ashley).  April 10 at 9a for transition practice at Trailblazers Bike Barn. Free to run or bike afterwards.  Ashley mentioned creating a panel of seasoned members to have a question and answer meet up in May to discuss triathlons in general, race day prep, gear, nutrition, training). This would work better in person so we can select an area that is outside – maybe Wicker Park in Highland? | | |
| High | | AK | | **Brickyard Sprint** – 47 people registered so far  1.**Budget**  -T-Shirts – review quotes/decide order/design  -Swim Caps – STARTED, having card issues  -Medals – ORDERED  - Brick awards – stencils ORDERED, how much spray paint?  - Cash for service providers (police/fire/lifeguards/janitors)  2.**Day of/Day Before**  **-**Volunteer assignments  -Course marshall transport  -Bike support vehicle?  -Course signs/holders – how many needed?  -Race food?  3. **Sponsors/Fundraising**  -Race-specific sponsors and donations (SWAG) ideas??  -What are we putting in bags? | | T-shirts 125 (keep under $1000) and give to volunteers first and what’s left goes to first registered for the race (50?) or give to finisher who didn’t get a medal?.  We have 37 arrow signs and 11 holders so we need 32 more sign holders (Jason/Emily to check Menards).  Swim caps – 62 in stock so we need to order more (Ashley)  Bricks – order 75?, yellow and blue spray paint and deliver to Sam (Ashley/Emily/Jason). Emily and Jason will do a test run of painting bricks. Ashley to poll the board on how many bricks for age group.  Mike: $840 for police, $280 for firemen, $1,780 for Hobart Aquatic Center, $1,200 for T&H Timing.  Jennifer will try to get donated food items (race and volunteers) or spend about $100 to pick it up for race day (coffee, water, oranges, bananas, bagels, pastries, coffee cups, garbage bags (Jason), utensils and tongs for food, napkins to be put on some type of catering trays.  Water jugs: Ken and Mike have 1 each. Emily & Jason will check Menards if they have any we can purchase for the club.  We need 3 water stops total (10th St, Linden St and Union St/Parking lot)  We can ask if we can get some chocolate milk from Pleasant View Dairy (Emily).  Kathy Hruby will bring a bus and bike racks for race day.  Emily will be at athlete check in and have markers for body marking, race stickers for bike.  Jason and others can help set up day before sweeping course, putting up arrow signs, bike racks.  Any swag to add to bags from sponsors? NWITRI business cards? Need map of transition area in race bags (Jason)  Our race is USAT approved.  KenW will have volunteers for the whole day (ROTC course marshals and swim team in other areas). Need list of their job details, where and what time to meet the bus, how long to stay at that location and that they will be picked up by a certain time (Jason). Ask KenW for a map of the school area to add in our race bag. Jason will handle volunteer check in. Kathy Hruby will drive volunteers to their spots.  Need volunteer on race day to rescue bikers or do bike repair if needed. | | |
| High | | AK | | Club Sponsor/Post Schedule update | | Ashley will update the posting calendar since we added ATI and NGEN left and we now have D to 3. | | |
|  | |  | |  | |  | | |
| High | | AK | | IN: Winter Challenge recap – make sure everyone has their shirts/prizes   * Random prize shipments * How did it go this season? Suggestions? | | All finished. Lot of participants. Ashley wants to do a Strava next year that will be length of time rather than amount of miles to give more people a chance to win. Maybe add an elevation challenge too. Next winter would be better to have only 3-4 people run the challenge rather than 6.  T-shirts needed still for Sherry Carlson (M), Ken Hyde (M), Jay Niec (M), and Keith Wilson (XL). Jorge got his shirt 4/2/22.  All gift cards have been distributed. | | |
| Med | | AK | | Actively looking into alternatives to The Driven  -Met with LA Tri President  -Looking at Club Express  -Our Driven fees are up there | | Table for next meeting | | |
| LOW | | 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 next meeting | | |
|  | |  | | 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?*

|  |  |
| --- | --- |
| Member | Rating |
| Ashley | 10 |
| Mike | 10 |
| Emily | 10 |
| Jason | 10 |
| Ken | --- |
| Amanda | 10 |
| Jennifer | -- |
| Kim | -- |
| Spardha | -- |
| Patty | -- |