**NWI TRI Monthly Meeting Agenda**

**Date:** 1/4/2022 **Time:** 7pm-8:31p

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

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

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MEASURABLES** | **Target Goals** | **Dec** | **Nov** | **Oct** | **Sept** | **August** | **July** | **June** | **May** | **April** |
| **Club Growth/Reach** |  |  |  |  |  |  |  |  |  |  |
| # New Members |  | 3 | 1 | 0 | 0 | 0 | 1 | 2 | 6 | 3 |
| # Membership renewals |  | 14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| # Added to mem FB Group |  | 3 | 1 | 0 | 0 | 0 | 1 | 2 | 6 | 3/64 |
| Total Current Members |  | 46 | 89 | 88 | 88 | 88 | 88 | 87 | 85 | 79 |
| Total likes on Facebook |  | 672/687 | 668/684 | 667/683 | 663/678 | 663/679 | 659/674 | 655/671 | 647/662 | 644/659 |
| # of potential new members |  | 0 | 0 | 0 | 8 | 3 | 2 | 3 | 3 | 3 |
| **Social Media Posts - PAGE** |  |  |  |  |  |  |  |  |  |  |
| NWI Tri Promotional/Event | **2** | 5 | 3 | 7 | 8 | 11 | 7 | 12 | 9 | 3 |
| Triathlon Awareness | **2** | 1 | 1 | 2 | 2 | 3 | 6 | 4 | 5 | 8 |
| Tiny Bubbles Car Wash (i) | **3** | 1 |  |  |  |  |  |  |  |  |
| NGEN (i) | **3** |  |  |  |  |  |  |  |  |  |
| ~~Puntillo & Crane (70.3)~~ | **2** | 1 | 0 | 2 | 1 | 1 | 1 | 1 | 1 | 1 |
| New Oberfalz(o) | **1** | 1 |  |  |  |  |  |  |  |  |
| 3 Floyds (o) | **1** |  | 1 | 0 | 0 | 2 | 0 | 1 | 1 | 0 |
| Leo’s Mobile Bike (o) | **1** | 1 | 1 | 1 | 0 | 1 | 0 | 0 | 1 | 0 |
| ~~McGuckin Chiro (s)~~ | **.5** | 1 | 0 | 1 | 0 | 2 | 0 | 1 | 1 | 0 |
| Trailblazers Bike Barn (s) | **.5** |  | 0 | 0 | 3 | 0 | 1 | 1 | 2 | 0 |
| Primerica (s) | **.5** |  |  |  |  |  |  |  |  |  |
| Hasse Construction (s) – Terri | **.5** |  | 1 | 1 | 0 | 0 | 0 | 1 | - | - |
| ~~Munster Masters (s)- Terri~~ | **.5** | 1 | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 1 |
| Rudy Proje | **-** |  |  |  |  |  | 1 |  |  |  |
| **President Report** |  |  |  |  |  |  |  |  |  |  |
| Newsletter sent | **1** | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 2 | 0 |
| **Treasurer Report** |  |  |  |  |  |  |  |  |  |  |
| Total $ Deposited |  | **$1,929.74** | **$0** | **$0** | **$0** | **$332.29** | **$0** | **$417.45** | **$2,242.60** | **$0** |
| Total $ Withdrawn |  | **$79.92** | **$854.79** | **$174.61** | **$335.16** | **$5** | **$236.45** | **$236.84** | **$326.81** | **$2,066.33** |
| Current Balance |  | **$5010.10** | **$3,140.28** | **$3,955.07** | **$4,129.68** | **$4,459.84** | **$4,127.55** | **$4,369.00** | **$4,585.84** | **$2,670.05** |
| Pending Deposits DRIVEN |  | **$3,196.25** |  |  |  |  |  |  |  |  |
| **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 | Updated Website Banner Images! Check it OUT yo! |
| AK | Meeting with Mike S Sunday at noon to review financials/treasurer role |
| All | Next Board Meeting 2/3/22 at 7:00 p.m. |
| All | Kick Off Party giveaways |
|  |  |

**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** |
| MS | Mike to complete SafeSport training | Nov |  | x |
| AK | Post Survey on Website for member feedback | Dec |  |  |
| MS | How many people do we need to break even at triathlon? | Jan |  | x |
| AK | Hobart final approvals for Triathlon | Jan | x |  |
| 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? – See below | Jan | x |  |
| 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 | x |  |
| AK | Check with Driven regarding sponsor renew reminders and receive money to our account | 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 | x |  |
| All | Check past sponsor chart for your assigned contact to send emails and sponsor packet. | Jan |  | X |
| JB | Shirt quote for race (50-250) and swim caps with Everything Branded, and Club caps reorder too  | Feb |  |  |
| KD | Race medal quote (50-250) | Feb |  |  |
| ED | Race medal quote (50-250) | Feb |  |  |
| SS | Shirt quote for race (50-250) | Feb |  |  |
| JBr | Check swim cap inventory? | Feb |  |  |
| TS | Check swim cap with Ken at Hobart Aquatic Center | Feb |  |  |
| AK/JBr | Check with creating age group brick awards/plaques | Feb |  |  |
| JB | Update old sprint tri flyer for new race | Feb |  |  |
| AK | USAT regulations and Ken with pool testing and MontyEmail board with high priorities one drive link | Feb |  |  |
| All | Check for swag for the race | Feb |  |  |
| ED | Talk with Pam re talk at club party | Feb |  |  |
| AK/JBu | Work with Sutter on helping on his bike race | Feb |  |  |
| All | Work on getting giveaways for kick off party! | Feb |  |  |

**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 | IN: Finalize Hobart Race Details 1.**Budget**-T-Shirts (participants and volunteers?) -Swim Caps-Medals/Prizes 2.**Promotional**-Fliers – gyms, social, school(s), related sponsors-Video/Images for jumbotron-Ken/Board idea and to-do’s for increasing participation a. town announcement-Race-specific sponsors and donations (SWAG)-Volunteers3.**Kids race update**-swim lane changeover-later in the year? | Nice medal quotes and 2 nice shirt quotes, how long to make, how long to receive after order, 50-250 participants. Swim caps from Everything Branded (check our club inventory)? Check with Ken (Hobart) regarding swim caps too. Age group awards...bricks because it’s a Brickyard? Excess bricks from a house project? Paint yellow? Different type of brick for Top 3 winners? Terri making video as promotion for race. Update old flyer, email out, pass out at gyms, post on social media, drop off some at sponsor locations. Sponsors announced on the jumbotron. Athletico sponsor request – maybe race specific? $10 off race for club members. Sponsor Facebook post (cost is $25)? Has USAT approved race? Ken to let AK know about water testing and AK will give him a list of action items for USAT. We need to submit up to 2 weeks before the race. Jason Sutherland working the Ambulance for check with Hobart fire first? Volunteer signup is all set up online. Ask around for swag to put into bags for the race? Race sign up also has volunteer and race donation and Brickie club links. Ken says he could provide 30-60 volunteers. Ask around if anyone is interested in doing a relay (Captain sets it up and pays the fee for other team mates). Kids race – would take too long to change the pool lanes so that may not be an option right now. We may decide to have one on a separate date. What about a kid's duathlon (although weather may not be good at that time for kids)? Kathy Hruby has bike racks in her barn to use at the race. |
|  | High | AK | IG: Review sponsor spreadsheet, updates and next steps | Keep sponsors sheet updated. Need to be finalized before the 17. Waiting on McGuckin, Crown (next year), Innovative. Access to spreadsheet can be found in Slack in the Sponsor tab. |
|  | High | AK | Kick-off party details1. Date finalized for March 12, no bar
2. Catering
3. Speaker
4. Giveaways
5. New Members/Buddy program?
6. Member awards?
7. Better sign-in system/raffle entry
 | Qdoba for catering? Finalize desserts next month. Speakers: Joe/Pam from Trailblazers re bike trainers/Zwift or other programs, new brewery?, physical therapy, car wash? If sponsors are present, we will recognize and introduce them at the party. Mike Sutter wants to put on a bike race and wants some help from us. Need to work on giveaways for kick off party. Ashley will bring her laptop to display visuals. |
|  | High | AK | IN: Winter Challenge issues1. What is the best process for sending the 2nd random prize?
2. Review upcoming events
 | Table for Feb |
|  | 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 challengeWin Winter ChallengeAttend group trainingAttend online eventAttend club raceAttend Kick off/End of season partyPodium at a local eventParticipate in any tri/run/bike race?Post on social media? | Table for Feb |
|  | Med | AK | 2nd Round Club kit store opening date – suggestions? | Update: Send sponsors to update kids – 7 day turnaround for redesign, store can be opened shortly after. 6-7 week turnaround for orders. Store closed by March 15 (AT THE VERY LATEST). |
|  |  |  | 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 | 8.5 |
| Terri | 9 |
| Mike | 9.2 |
| Emily | 9.0 |
| Jason | 9 |
| Ken | 9 |
| Chris | -- |
| Amanda | 9.0 |
| Jennifer | 9.0 |
| Kim | 9.0 |
| Spardha | 9.1 |