**NWI TRI Monthly Meeting Agenda**

**Date:** 10/3/2022 **Time:** 7:00pm – 8:39 p.m.

**Segue** (*Personal* Bests) (10 min, to 7:10)

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

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MEASURABLES** | **Target Goals** | **Sep** | **Aug** | **July** | **June** | **May** | **April** | **Mar** | **Feb** |
| **Club Growth/Reach** |  |  |  |  |  |  |  |  |  |
| # New Members |  | 1 | 1 | 0 | 4 | 1 | 3 | 2 | 1 |
| # Membership renewals |  | 1 | 0 | 0 | 4 | 3 | 3 | 1 | 2 |
| # Membership expirations |  | 0 | 0 | 1 | 2 | 1 |  |  |  |
| # Added to mem FB Group |  | 1 | 1 | 0 | 2 | 1 | 2 | 2 | 1 |
| Total Current Members |  | 85 | 83 | 82 | 83 | 78 | 78 | 76 | 74 |
| Total followers on Facebook |  | 746 | 744 | 724/741 | 719/736 | 710/728 | 709/727 | 693/711 | 682/699 |
| # of potential new members? |  | 2 | 2 | 4 | 1 | 1 | 12 | 1 | 2 |
| **Social Media Posts - PAGE** |  |  |  |  |  |  |  |  |  |
| NWI Tri Promotional/Event | **2** | 5 | 4 | 6 | 14 | 4 | 11 | 16 | 7 |
| Triathlon Awareness | **2** | 4 | 6 | 4 | 11 | 5 | 6 | 5 | 3 |
| ATI Physical Therapy (i) | **3** | 3 | 4 | 4 | 1 | 3 | 1 | - |  |
| D to 3 Dimension (i) | **3** | 2 | 3 | 3 | 3 | 3 | 2 | - |  |
| Puntillo & Crane (70.3) | **2** | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| New Oberfalz(o) | **1** | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 3 Floyds (o) | **1** | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Leo’s Mobile Bike (o) | **1** | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| McGuckin Chiro (s) | **.5** | 1 | 0 | 0 | 1 | 1 | 0 | 1 | 0 |
| Trailblazers Bike Barn (s) | **.5** | 1 | 0 | 1 | 0 | 1 | 1 | 1 | 0 |
| Primerica (s) | **.5** | 0 | 1 | 0 | 1 | 0 | 0 | 1 | 1 |
| Hasse Construction (s) | **.5** | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 1 |
| Rudy Project | **-** | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 |
| Magic 5  | **-** | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 |
| Zealios | **-** | 0 | 0 | 0 | 1 |  |  |  |  |
| **President Report** |  |  |  |  |  |  |  |  |  |
| Newsletter sent | **1** | 0 | 1 | 0 | 1 | 1 | 0 | 1 | 1 |
| **Secretary** |  |  |  |  |  |  |  |  |  |
| Minutes emailed to members | **1** | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| **Treasurer Report** |  |  |  |  |  |  |  |  |  |
| Total $ Deposited |  | **$0** | **$0** | **$317.50** | **$0** | **$2,061.81** | **$3,127.94** | **$2580.26** | **$285.75** |
| Total $ Withdrawn |  | **$200.73** | **$948.76** | **$474.92** | **$210.36** | **$3,595.97** | **$2,850.95** | **$1,084.76** | **$478.12** |
| Current Balance |  | **$8,109.31** | **$8,310.04** | **$9,036.80** | **$9,194.22** | **$9,404.58** | **$10,938.74** | **$10,661.75** | **$8,941.25** |
| Pending Deposits DRIVEN |  | **$300.00** | **$236.50** | **$204.75** | **$522.25** | **$285.75** | **$1,940.56** | **$1,498.60** | **$285.50** |

**Transaction Details updated 10/3/2022**

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**Headlines/Information to Share** (5 mins, to 7:15)

|  |  |
| --- | --- |
| AK | Emailed Crown Brewing RE: Sponsorship for 2023 |
| AK | Insurance renewal coming soon - $500 |
|  | Next board meeting – November 9 at 7:00 p.m. |
|  | New Board members start on Nov 9, 2022 |

**To-Dos** (10 mins, to 7:25)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Who** | **To-Do’s, manifested from Issues and assigned to a committee or individual** (5 mins, to 10:40) |  **Due Date** | **Done** |  **Not done** |
| All | Update what club gear you have on the inventory sheet - will update inventory when we MOVE | Oct |  | x |
| AK | Ask Jessica if we can move some of the gear back to their storage after the renovations. | Oct |  | x |
| NK/JBr | Price of tri club water bottles from Specialized? | Oct | x |  |
| JBr | Check platter prices at Stracks for end of season party (40-50) | Oct | x |  |
| ED | Check prices for etched glasses for sponsor gifts | Oct | x |  |
| JB/JBr/AK | Bring Primal gear, hats, shirts and other club gear to end of season party | Oct |  |  |
| MS | Gift card for Eleanor Buxbaum | Oct | X |  |
| All | Pick up bike racks from Hobart | Oct |  | X |
| AK | Check with Kathy on swim day | Oct | x |  |
| AK | Slide presentation for end of season party | Oct |  | X |
| AK or AH | Board nominations reminder in Facebook | Oct | x |  |
| All | Bring dessert or side dish to end of season party | Oct |  |  |
| AK or AH | Promotional email re Three20Relay | Oct | x |  |
| All | Add comments for club responsibilities | Nov |  |  |
| ED | Check pricing on perpetual plaques for sponsors  | Nov |  |  |
| JB/AK | Check into Driven vs. GoDaddy vs. RunSignUp | Nov |  |  |
| AK | Email members that club gear can be purchased at end of season party | Oct |  |  |
| AK/JB/JR | Check with date options to pick up LaPorte gear and move it to Hobart garage and then we can adjust inventory sheet | Nov |  |  |
| All | Ideas for updating sponsorship packet to change on website | Nov |  |  |
| AK | Send questions to sponsors about if posting on Facebook works for them or if they want something different with club/race | Nov |  |  |
| AK | Announcement of new board in newsletter/Facebook | Nov |  |  |
| MS/AK | Order new water bottles | Nov |  |  |

**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 | **LaPorte Triathlon 2023**Jen and Ashley met with Jessica* Got pictures/dates for inventory pickup – Tues 10/18 5pm, Wed 10/19 530pm, Fri 10/21 530pm
* Drafts of announcement emails/press release were sent and reviewed. To be sent out ASAP by Jess (need to get exact date)
* Registration opening Nov 1 for new race!
* **WE NEED TO BRAINSTORM NAMES/THEME**
 | Pickup supplies 10/18 or 10/19 or 10/21. Will need at least 1 or 2 trucks. Jason will create space in Mrs. Buxbaum’s garage so club can have the other side. May need totes to keep supplies in garage to keep mice away. Move in LaPorte stuff first, then do inventory to see how much more room we need for the rest of club gear.Draft letters that are sent out to past athletes from Jessica. Says staff will be available to help us out on race day. Jessica will put out a press release re the race. This month the race will be transferred to us on Runsignup. Theme for race? Keep same name so people will stay with the race from past? LaPorte Triathlon Presented by Northwest Indiana Triathletes? Maple City? Swag bag of maple city syrup? Showcase the history of the city somehow in press release/social media. Jessica was asking about past race sponsors to help us out next year. |
| High | AK | Sponsor Appreciation for 2022 – plaque quotes, review and choose, assign members to award once inPacket update for Nov – need a committee* Update email reminders for sponsors
* Update website with new packet info
 | Continuous award to show long term sponsors? Prepare a budget? Set this up for next month? Ask for a perpetual plaque to add each year. Get pricing. Update sponsor packet next month – committee. Look into less sponsor postings on Facebook page because it's mostly a sponsor page. Do the sponsors like the postings? Is it helping? Do they want something else like on our webpage? Look over sponsor proposal after end of season party. Easier to renew sponsorship on website. Send a survey to the sponsors? Club or race sponsorship? |
| High | AK | End of season party Date: **10/8 5PM**Food: **finalize food and bev budget – last year $420**Meat – Burgers, Hot Dogs, Brats from Robs in Dyer – Joe to grillFixins – Buns, sliced cheese, ketchup, mustard, relish, sport peppers, celery salt, mayo, lettuce/tomato, veggie burgers/dogs, chips and salsa, reg chips, coleslaw & potato salad (Jason), baked beans (Jen), everyone else - dessertParty platters (ordered!) – Cubed Cheese, Garden Veg, Fresh FruitCups, Plates, Cutlery, Napkins (check inventory)BYOBOvernight giveaway: TR reached out TODAY and passed on opportunity – re-do wheel? 1st and backup?Merch – Ash to bring hats, Jason to bring primal, any other shirts | Food has been ordered. Joe is the cook. We may need some plates, etc. And cookware utensils. Purchase soda and water for party. BYOB. Half of board can bring desserts, and some bring side dishes. Chips, salsa, coleslaw, potato salad, baked beans. Overnight giveaway will have to be redone. Mary Vollbrecht 1st runnerup, Ruben Sanchez 2nd runnerup. Bring our gear for sale to the party. |
| Low | AK | Specialized Water Bottle quote review22oz 100 – 6.40/ea - $640200 – 4.75/ea - $95026oz100 – 7.40/ea - $740200 – 4.85/ea - $970 | We can charge $5 for them and give some away as raffle prizes. Most would be interested in 26 oz and we should look into 200. We took a vote and majority chose 26oz bottle of 200 orders. Change website to white font. |
| High | AK | Re-Define Board Member responsibilities based on strengths, redistribution of duties heading into new “term”, revisit the bylaws?**Duties: See spreadsheet** | Ashley made a spreadsheet of all the responsibilities, and asked board to add their duties. Add sponsorship and Driven/GoDaddy/Runsignup? Pros and cons of Driven/godaddy/runsignup. |
| High | AK | Elections update**Current board status:**Emily to step down, Mike and Ken to serve AT LARGENew board:Mike Steinhubel ATLARGEKen Hyde ATLARGEAmanda Hoffer BOARDJason Buxbaum BOARDSpardha Sharma BOARDJoe Reeves BOARDAndy Vaclavik BOARDMiranda Jackovich BOARDAshley Konwerski PRESSherry Carlson SECJennifer Brennan TREAS | Nominations were Ashley Konwerski as President, Sherry Carlson as Secretary, Jennifer as Treasurer, VP position will be vacant for now. No one opposed. There were no other nominations from the club.We will need to go to the bank with the newest 5 officers to change board members on the club account.Emily Doehring stepped down from Secretary and Sherry Carlson will replace as Secretary (ran unopposed).Mike Steinhubel will be replaced by Jennifer Brennan (ran unopposed) as Treasurer. Mike will move to At Large board member.Ashley Konwerski will stay on as President (ran unopposed).No nomination for Vice President at this time. Amanda Hoffer who was temporary VP will move to Board Member.Miranda Jackovich joins as a new Board Member.Andy Vaclavik joins as a new Board Member. |
| High | AK | Winter Challenge is coming! Run Monday-Sunday Nov 7 startRevisit – prizes/budget/length/challengesLast year spent - $325, ran 11 challenges | First challenge Nov 7 – swim. Ashley will run. |
| High | AK | We need to consider alternatives to The Driven ahead of Jan 1Committee? | Table. |
| Med | AK | Membership price increase discussion | Club has been $35. Costs are going up and we are doing more with the club so maybe listing a 10-15 raise. Raise to $45? Start on Jan. 1. Expenses of club: insurance, advertising, post office box, race costs, kickoff party, summer luncheon, end of season party, raffle prizes, fronting money for club gear to sell. Members are concerned we may lose some members by raising prices. Table for next month because vote was a tie to raise it to $45. |
| Low | AK | Social Media page changes (demonstration) | Table |
| Low | AK | Borah Feedback – collect and analyze for 2023 | Table. |
|  |  | Other items in the wings:1. Member of the month 2023!
2. Bike/Run routes page on website
3. 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?1. Mentorship program/Buddy program on Facebook
2. Hall of Fame Criteria
3. More digital education – open forums, demonstrations, etc..
 |  |

**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 | 9 |
| Amanda | 9 |
| Mike | - |
| Emily | 9.2 |
| Jason | 9 |
| Ken | 9 |
| Jennifer | 9 |
| Kim | - |
| Spardha | - |
| Joe | 8.5 |