**NWI TRI Monthly Meeting Agenda**  **Date:** 07/06/2021 **Time:** 7:00-8:34 PM

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

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

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MEASURABLES** | **Target Goals** | **June** | **May** | **April** | **March** | **February** | **January** | **December** | **November** |
| **Club Growth/Reach** |  |  |  |  |  |  |  |  |  |
| # New Members |  | 2 | 6 | 3 | 1 | 2 | 1 | 1 | 0 |
| # Membership renewals |  | 0 | 0 | 1 |  |  |  |  |  |
| # Added to mem FB Group |  | 2 | 6 | 3/64 | 2/64 | 0/62 | 1/62 | 2/61 | 0/59 |
| Total Current Members |  | 87 | 85 | 79 | 75 | 74 | 72 | 71 | 70 |
| Total likes on Facebook |  | 655/671 | 647/662 | 644/659 | 642/658 | 639/653 | 643/657 | 641/654F | 642/655F |
| # of potential new members |  | 3 | 3 | 3 | 3 | 2 | 3 | 3 | 1 |
| **Social Media Posts - PAGE** |  |  |  |  |  |  |  |  |  |
| NWI Tri Promotional/Event | **2** | 12 | 9 | 3 | 4 | 1 | 0 | 3 | 2 |
| Triathlon Awareness | **2** | 4 | 5 | 8 | 4 | 4 | 3 | 2 | 5 |
| Puntillo & Crane 70.3 - Ken | **2** | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 1 |
| Select Physical Therapy 70.3 - Emily | **2** | 2 | 2 | 2 | 2 | 0 | 1 | 2 | 2 |
| McGuckin Chiropractic (s)- Terri | **.5** | 1 | 1 | 0 | 1 | 1 | 0 | 1 | 0 |
| Trailblazers Bike Barn (s) - Jen | **.5** | 1 | 2 | 0 | 0 | 1 | 0 | 1 | 0 |
| 3 Floyds Brewing (s) - Ashley | **.5** | 1 | 1 | 0 | 0 | 1 | 0 | 1 | 1 |
| Leo’s Mobile Bike (s)- Amanda | **.5** | 0 | 1 | 0 | 2 | 1 | 1 | 0 | 1 |
| Hasse Construction (s) – Terri | **.5** | 1 |  |  |  |  |  |  |  |
| Munster Masters (s)- Terri | **.5** | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 |
| **President Report** |  |  |  |  |  |  |  |  |  |
| Newsletter sent | **1** | 1 | 2 | 0 | 1 | 0 | 1 | 0 | 0 |
| **Treasurer Report** |  |  |  |  |  |  |  |  |  |
| Total $ Deposited |  | **$417.45** | **$2,242.60** | **$0** | **$190.50** | **$100** | **$158.75** |  | **$190.00** |
| Total $ Withdrawn |  | **$236.84** | **$326.81** | **$2,066.33** | **$70** | **$30** | **$420.30** |  | **$500.00** |
| Current Balance |  | **$4,369.00** | **$4,585.84** | **$2,670.05** | **$4,736.41** | **$4,615.91** | **$4,545.91** | **$4,907.46** | **$4,878.56** |
| **Secretary** |  |  |  |  |  |  |  |  |  |
| Minutes emailed to members | **1** | **1** | **1** | **1** | **1** | **1** | 1 | 1 | 0 |

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

|  |  |
| --- | --- |
| AK | I adjusted all the sponsors (except Hasse) to expire 12/1/21 (many of them were missing exp dates). |
| AK | Replacement primal jackets have been ordered, set to arrive TODAY 7-6-21 |
| JBre | New member packets were sent out! |
| AK | Decided against getting new banner made this year, WILL get a new one next year when sponsors renew |
| Jbux | New tent delivered |
|  | Next meeting set for Aug. 4 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** |
| MS/CP | Fill out Chris’ form for bios for website - Mike | | **Apr** |  | X |
| CP | Chris to create Instagram account, link to Facebook and start making content, announce custom hashtags on social networks - #nwitri #nwitiathletes #giddyup | | **Apr** | X |  |
| JBux AH, JBren | Set up online club store with photos and prices - meet, review inventory of items, consider fees involved and price apparel accordingly. Email Bill at the Driven to set up store. See if we can make shipping optional as opposed to delivery. | | June |  | X |
| JB | Renewal reminders sent out for members and sponsors, set for 4 weeks from expiration | | June | X |  |
| AK | Adjust verbiage in new member/renewal confirmation email about option to opt out of photos | | July |  | X |
| AK | Review donation page and follow up with those that still owe | | July | X |  |
| TS | Send out email to active members about opting out of photos/social media | | July |  | X |
| JBux | Send Ashley inventory list and banner pics | | July | X |  |
| AK | Create new inventory spreadsheet, send to Jason | | July | X |  |
| JBux | Email price spreadsheet for merchandise with photos to Bill @ TheDriven for club store, copy Ash, Amanda, Jennifer | | July |  | X |
| AK | Send Jennifer list of new members for new member packets and welcome letter | | July | X |  |
| JBren | Pick up swim caps from Jason, mail out new member packets with Swim caps, letter, business cards | | July | X |  |
| CP | Resume member announcements on Facebook page | | July | X |  |
| AK | Announce designated “club races” for gathering, put some structure in place around the events, take tent – Grand Rapids, Nationals, Lake Max, MiTi, will do this week | | July |  | X |
| AK | Purchase new club tent | | July | X |  |
| AK | Send out details of Rudy Project sponsorship | | July | X |  |
| AK | Send Jason merchandise photos | | August |  |  |
| JBux | See what still has .net on merchandise or website (switch to .org soon?) | | August |  |  |
| AK | Ashley will look into uniforms--**Borah**, Pactimo—and bring info to next meeting | | August |  |  |
| AK | Reach out to race directors at Laporte for meeting details | | August |  |  |
| MS | Renew PO Box | | August |  |  |
| AK | Talk with Kathy H about possibly having the end of season party at her house | | August |  |  |
| AK | Reach out to Nationals directors about brining a tent to set up | | August |  |  |
| AK | Talk with Barb S about becoming club historian | | August |  |  |
| AK | Deliver Primal jackets to members – Julie W, Rachel V, Mary V, Mike S | | August |  |  |

**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) | **Root Cause, found to be:** | **Solution that we plan:** |
|  | High | AK | IG: Sold 3 visors, 2 hats, and 1 jacket over the weekend at various races. | Dan Moon – 1 Visor, PAID  Kris Cone – 1 Visor, Reminder sent PAID  Terri Steinhubel – 1 visor, 1 hat PAID  John Boyle – 1 hat, PAID  Bill Hasse – 1 Jacket, RETURNING |  |
|  | High | AK | IN: Ideas for group events/training this month/next month |  | Jason MiTi Practice tri at Kemil beach 1.2 swim, 56 mile bike, 13 run July 11th @7am  Run course water station mile 4; Bike course – Family Express on course in LaPorte Hwy 2 at around 26 miles  Ashley – Sprint Tri practice July 24th @ LaPorte  Terri - Group Swim 7/31 @ 7a Porter Beach |
|  | High | AK | IN: PO Box renewal | Our PO Box expires this month | Mike to set up. |
|  | High | AK | IN: Update on club store? – Jason, Jennifer, Amanda. Last update: Jennifer sent Jason photos of hats. Once inventory spreadsheet is done with pricing then Jason to email the spreadsheet to Bill at the driven with the photos to create the store, copy Ashley and Jennifer and Amanda. |  | Merchandise pictures still to be sent to Driven.  Finalize inventory spreadsheet and club supplies.  Discuss costs of merchandise with Bill from Driven. |
|  | Med | AK | IN: Should we start talking about the end of season party? |  | Possibly in October 9th? Ask K.H. if have at her house and we can swim? Or at Ashley’s house? Schedule for 6p? |
|  | Med | AK | IN: Club races, how to set up |  | Check out website for tent at Nationals. MiTi tent – set up day before? LakeMax tent – lot of members racing. |
|  | Low | AK | IN: Thoughts on designating a “member of the month” during race season for members who go out of their way to support others |  | Tabled for off season, tackle with hall of fame |
|  | Low | AK | IN: What has our experience been with other clothing brands in the past? Why have we switched? | Quality issues with the Primal brand | Champion, Jakroo, Voler, Primal. Ashley will look into **Borah**, Pactimo, bring info to next meeting. |
|  | 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. | Check what merchandise still has .net on it. |
|  | Low | AK | IN: What are your thoughts on creating a Club Historian? I mentioned this to Barb Spitler and I think she’d be great! | 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 | See if Barb Spitler or John Hearne would be interested in giving info from how club got its start through today. Attend one of the board meetings for info and speak at one of our group parties? |
|  |  |  | Other items in the wings:   1. POINT system for events, dollars towards races 2. Work with Leon for local club discount to Leon’s tri 3. Hall of Fame Criteria 4. More education/promotion of established group events – Ironwood, Wed Night (add to website) 5. ZWIFT 101 training – zoom/in-person 6. More digital education – open forums, demonstrations, etc.. 7. Revisit buddy program – assign a leader to hold buddy’s accountable 8. New Triathlete training program – workshops, clinics, swimming lessons 9. Promotion of relays 10. Thermometer for fitness – integrate into off-season training? 11. 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?*

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| --- | --- |
| Member | Rating |
| Ashley | 10 |
| Terri | 10 |
| Mike | 9.9 |
| Emily | 9.5 |
| Jason | 9 |
| Ken | -- |
| Chris | 9.5 |
| Amanda | 10 |
| Jennifer | 10 |
| Kim | -- |