**NWI TRI Monthly Meeting Agenda**

**Date:** 1/03/2023 **Time:** 7:00pm – 8:30 p.m.

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

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

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MEASURABLES** | **Target Goals** | **Dec** | **Nov** | **Oct** | **Sep** | **Aug** | **July** | **June** | **May** |
| **Club Growth/Reach** |  |  |  |  |  |  |  |  |  |
| # New Members |  | 5 | 1 | 0 | 1 | 1 | 0 | 4 | 1 |
| # Membership renewals |  | 25 | 2 | 0 | 1 | 0 | 0 | 4 | 3 |
| # Membership expirations |  | 4 | 0 | 0 | 0 | 0 | 1 | 2 | 1 |
| # Added to mem FB Group |  | 4 | 1 | 0 | 1 | 1 | 0 | 2 | 1 |
| Total Current Members |  | 87 | 86 | 85 | 85 | 83 | 82 | 83 | 78 |
| Total followers on Facebook |  | 756 |  | 737 | 746 | 744 | 724/741 | 719/736 | 710/728 |
| # of potential new members? |  | 1 |  | 3 | 2 | 2 | 4 | 1 | 1 |
| **Social Media Posts - PAGE** |  |  |  |  |  |  |  |  |  |
| NWI Tri Promotional/Event | **2** | 1 | 3 | 2 | 5 | 4 | 6 | 14 | 4 |
| Triathlon Awareness | **2** | 1 | 3 | 2 | 4 | 6 | 4 | 11 | 5 |
| ATI Physical Therapy (i) | **3** | 3 | 3 | 3 | 3 | 4 | 4 | 1 | 3 |
| D to 3 Dimension (i) | **3** | 3 | 3 | 2 | 2 | 3 | 3 | 3 | 3 |
| Puntillo & Crane (70.3) | **2** | 2 | 1 | 2 | 2 | 2 | 2 | 2 | 2 |
| New Oberfalz(o) | **1** | 2 | 2 | 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** | .5 | 0 | 0 | 1 | 0 | 0 | 1 | 1 |
| Trailblazers Bike Barn (s) | **.5** | 0 | .5 | 0 | 1 | 0 | 1 | 0 | 1 |
| Primerica (s) | **.5** | .5 | 0 | 1 | 0 | 1 | 0 | 1 | 0 |
| Hasse Construction (s) | **.5** | .5 | 0 | 1 | 0 | 1 | 0 | 1 | 0 |
| Rudy Project | **-** |  |  |  | 0 | 0 | 0 | 1 | 0 |
| Magic 5  | **-** |  |  |  | 0 | 0 | 0 | 0 | 0 |
| Zealios | **-** |  |  |  | 0 | 0 | 0 | 1 |  |
| **President Report** |  |  |  |  |  |  |  |  |  |
| Newsletter sent | **1** | 1 | 0 | 1 | 0 | 1 | 0 | 1 | 1 |
| **Secretary** |  |  |  |  |  |  |  |  |  |
| Minutes emailed to members | **1** | x | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| **Treasurer Summary** |  |  |  |  |  |  |  |  |  |
| Total $ Deposited |  | **$6,746.33** | **$3,682.20** | **$90** | **$0** | **$0** | **$317.50** | **$0** | **$2,061.81** |
| Total $ Withdrawn |  | **$96.42** | **$589.99** | **$2,328.31** | **$200.73** | **$948.76** | **$474.92** | **$210.36** | **$3,595.97** |
| Current Balance |  | **$15,631.64** | **$8,981.73** | **$5,871.00** | **$8,109.31** | **$8,310.04** | **$9,036.80** | **$9,194.22** | **$9,404.58** |
| Pending Deposits DRIVEN |  | **$994.25** |  | **$300.00** | **$300.00** | **$236.50** | **$204.75** | **$522.25** | **$285.75** |

**Transaction Details updated 1/2/2022**

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**Headlines/Information to Share** (5 mins, to 7:18)

|  |  |
| --- | --- |
| AK | Membership is UP! Woohooo! – Jan 21 – 71 members, Jan 22- 73 members |
| AK | Brand new sponsors this year! – Centsible (IM), Calumet Waste (IM), RK Electric (OLY), Centier (OLY), Hudec woodworking, Perfection MediSpa (Oly) |
| AK | WEBSITE UPDATED from .net to .org! |
| AK | WE HAVE VENMO now |

**To-Dos** (10 mins, to 7:21)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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 | Pick up bike racks from Hobart – needs further discussion | **Oct** |  | X |
| AK | Reach out to Ken C for date to pick up racks | Dec | X |  |
| AK/SS | Deliver sponsor plaques- ATI, Dr. M and New O | Dec | X |  |
| ALL | Reach out to Sponsors – needs further discussion | Dec |  |  |
| AK  | Update sponsor packet | Dec | X |  |
| MJ | Talk with family member about 501c3 | Dec |  |  |
| AK/JBR | Proceed with state tax paperwork – meeting with attorney Jan 6 | Dec |  | X |
| AK | Purchase remaining winter challenge gift cards | Dec |  | X |
| AV/MJ | Meet with Ashley regarding winter challenge | Dec | X |  |
| AK/JB | Set Up demos for run sign up and club express | Dec | X |  |
| AK | Set up Zoom link for jan 20 Laporte committee meeting at 7pm | Feb |  |  |
| JBr | Create discount code sheet | Feb |  |  |
| MS | Send email to sponsors – opt in for social media, hi-res logos, and free club membership use | Feb |  |  |
| AK  | Post schedule for sponsor social media postings | Feb |  |  |
| JBux  | Send buff to Jennifer | Feb |  |  |
| JBr | Start sending emails for race discounts to be given at the kick off party | Feb |  |  |
| JBu/AK | Compile in-kind discount sheets with race and sponsor discount codes for members only | Feb |  |  |
| JBux | Update Local-ish race document for 2023 | Feb |  |  |
| AK | Arrange for speakers at kick-off party | Mar |  |  |
| AK | Get Zoot kit design ready before next meeting |  |  |  |

**Issues List**

(50 min, to 9:00)*(who is tee-ing up? Agenda Item; Discuss; Solve)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Who** |  | **Agenda Item for Discussion** | **Discussion summary and action items** |  |
| AK | **LaPorte Triathlon 2023*** Form Committee to meet one additional time per month and report back to board

Board participation**:*** *RD*: Ashley & Jason, *Volunteer*: Jen, Andy, Sherry, Ken? Mike? *Racing:* Amanda, MJ, Spardha
* Next steps **–** Market, Plan, Budget, Vendors, Volunteers, Approvals, local plan
 | Committee- Ashley, Jason, Nick, Sherry, Andy. Meet one extra day per month. Jason to lead. First scheduled meeting is Friday Jan 20 at 7pm. Ashley to send zoom link |
| MS/AK | **Project purple 5K – partnership with Mike Sutter and Tommy Oliveraz**Date: May 6Financial investment - $850 for timing, plus giveaways/suppliesStart: Portage YMCA – run on Prairie Duneland, Countryside park? Imagination Glen? Willowcreek park?Volunteers: Registration, handful of course volunteers, permits?  | Lead the Project Purple 5k. Great cause – pancreatic cancer. Mike and family will donate $2500 to club. Date would be 5/6/23. This is so close to Brickyard – one week after. Need to pick a place, Stick to trails to minimize need for police. Lack of porta-potty. Country side has one. Imagination Glen has bathrooms. Shirt cost about $1500. Project purple will help promote race. All proceeds to go to the cause. We have to revisit this. Ashley will post poll in Slack for vote Jan 4 after talking with Jason. |
| AK | **Brickyard Sprint Update:**Date: April 30th**Club**: Some planning volunteers, rules, reg site, timing communication, some marketing/promotion, information from last year, bike racks**Ken:** Finances, facility, police, volunteer transportation, awards, permits/approvals, equipment/suppliesNOT USAT Sanctioned, keeping costs down***Questions for Ken?*** – NWI Tri member discount?, donations to club on website?  | Draft of registration site is set up and in draft mode, Ken C needs to review. He plans to charge $35-40. Amanda is concerned that there will not be a lot of triathletes participating due to non USAT Sanctioned. Potential discount for members. Jennifer, Jason, Nick and Ashley can volunteer on race day.  |
| AK | **Sponsors – review follow up spreadsheet**Confirmed 2023 Sponsors:* Puntilo & Crane Orthodontics, Ironman
* D TO 3-DIMENSION LLC, Ironman
* Calumet Waste & Recycling, Ironman
* Centsible, Ironman
* Leo's Mobile Bicycle Service, Half Iron
* New Oberfalz Brewing, Olympic
* RK Electric, Olympic
* Centier Bank - Centier Gives, Olympic
* 3 Floyds Brewing, Olympic
* Hasse Construction, Olympic
* Munster Masters Swimming, Olympic
* PENDING Hudec Woodworking Corp, Olympic
* PENDING Perfection MediSpa, Olympic
* Primerica, Sprint
* *PENDING APPROVAL ATI*
* *PENDING APPROVAL McGuckin*

PAID: $8,000, PENDING ISSUES: $1,000, PENDING approval: $1,500 – total = $10,500TO-DO: Social media post survey sent to sponsors, create social post schedule, confirm we have high-res logos for all new sponsors, in-kind sponsor discount sheet featured on social media | Possibly create a group (Friends of NWITri) where people can donate minimal amounts and be recognized. Possibly roll out mid year. Encouraging people to wear our gear. Extra money? Offer discounts off gear.TO-DO: Social media post survey sent to sponsors, create social post schedule, confirm we have high-res logos for all new sponsors, in-kind sponsor discount sheet featured on social media |
| AK | **Kick-off party*** Date options – Sat Feb 25, Sun Mar 19, Sat Apr 1?
* Review budget $805 for all expenses last year

Food $608, Room $50, Hot spot $50, Speaker $100 Supplies $$60* Venue
* Food
* Activities – member panel? Guest speaker (MedSpa)
* Race discounts/Raffle prizes (see last year)
 | Porter facility has no Saturdays available. We need to start getting race discounts. Jennifer can send emails. Saturday April 1 first choice, then March 19. Need more food. Qdoba. No hot spot needed. Offer sponsors/ vendors opportunities to speak. Medspa wants to speak. Matt for MMA?  |
| JBr | **Financial review for 2022, budget for 2023?*** **BRING BACK FREE MEMBERSHIP for board members?**
 | Ashley and Jennifer working on a budget for this year. Also meeting with a lawyer. Hoping to bring back free memberships for board members. Mike to ask sponsors if we can give away membership if they are not going to use them.  |
| AK | **Race Director Certification proposal for Ashley****Cost: $350 for level 1, lasts 2 years****Benefits:** $50discount on sanction fees, potential discounts through other local races with RD in place, marketing materials in USAT magazines, Gatorade at races, USAT partner programs and information on risk management, insurance, course development and sanction compliance.  | All board members available voted yes. |
| AK | **Borah Feedback** – collect and analyze for 2023, do we provide another option for higher end kits? Review Zoot proposal. | Higher end kit from Zoot with a 20% discount. 8 week turnaround time.  |
| MJ | **MATTS program** and Information for group membership to **ABR** | Tabled – MJ absent |
| AK/JBr | **Non-Profit Status Federal and State** – Review next steps | Jen and Ashley meeting with the attorney |
| AK | **Winter Challenge**Review Schedule – on track/off track?* Have all prizes been awarded to date?
 | Jason to send Jen buff.  |
| AK | **Member race hub** – ideas for organizing and viewing others races during the season | Tabled |
| AK | **Re-Define Board Member responsibilities** based on strengths, redistribution of duties heading into new “term”, revisit the bylaws?**Duties: See spreadsheet** | Tabled |
| AK | **Member of the month for 2023?** – criteria?Feature, swag, etc… | Tabled |
| AK | Next meeting – In person? | 2/8/23 at 7pm. In person for March possibly at Purdue in Hammond per Jason. |
| AV | Other social events in the off-season | Tabled |
|  | Other items in the wings:1. Bike/Run routes page on website
2. 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 9) 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 | Vote for RD cert |
| Ashley | 10 |  |
| Sherry | 10 | y |
| Jennifer | 9.75 | y |
| Jason | 9.75 | y |
| Amanda | Left early | y |
| Spardha | Absent |  |
| MJ | Absent |  |
| Andy | 9.76 | y |
| Ken | Absent |  |
| Mike | Left early | y |