

**Committee Name:** Fund Development  
**Meeting Date & Time:** Wednesday, July 17, 2013, Noon

**Attending:**

**Absent:**

**Next Meeting Date & Time:** Wednesday, August 21 2013, Noon

**Agenda Items**

|   |  |
|---|--|
| • Grant updates – Received, Awaiting Outcomes | • SET Program Update                               |
| • Sponsorships - Golf/5k                      | • 5k Planning – Roles, Timeline, Registration Form |
| •   | •  |
| •   | •  |

**Grant updates – Received, Awaiting Outcomes**

**Received**

| <b><u>Grant Name</u></b> | <b><u>Amount Received</u></b> | <b><u>Program</u></b> | <b><u>Submitted</u></b> |
|--------------------------|-------------------------------|-----------------------|-------------------------|
|                          |                               |                       |                         |
|                          |                               |                       |                         |
|                          |                               |                       |                         |

**Awaiting Outcomes**

| <b><u>Grant Name</u></b> | <b><u>Amount Requested</u></b> | <b><u>Program</u></b>     | <b><u>Submitted</u></b> |
|--------------------------|--------------------------------|---------------------------|-------------------------|
| Department of Education  | \$86,000                       | Technology                | January 21, 2013        |
| Veterans Grant           | \$65,000                       | Programming               | July 20, 2012           |
| Home Federal             | \$4,250                        | iPad Purchase             | January 30, 2013        |
| United Way               | \$11,000                       | SET Program               | March 15, 2013/April 11 |
| Xcel Energy              | \$8,000                        | SET Program               | May 31, 2013            |
| MN Southeast Tech        | \$50,000                       | MN Job Skills Partnership | End of September 2013   |

**SET Program update**

6 computers, large screen TV and Wii system have been purchased. Walls have been painted and carpet has been laid. We are still researching the need for adaptive computer equipment. The space should be ready by the end of summer.

**5K planning – Status, committee, upcoming items**

- 500 forms went to BK5K June 22
- 50 forms to Rochester Tri (RTRI) June 22
- 250 forms went to Team Vogel(TVVC) June 29

Other races on the docket are:

- SMU Trail Scamper (July 27th)
- Goodview Gallop (8/17)
- Live Well Winona Mud Run (9/7)
- Morrie Miller (9/14)
- Cotter Birthday Bash (9/21)
- Warrior Waddle (10/19)

Fliers will also be distributed through other facilities: YMCA, Anytime Fitness, Snap, Live Well Winona, etc. Active.com will be set up and will be accepting registrations by Friday.

### Action Items:

Pricing for shirts is provided.

Medals

Pins for inaugural run (everyone gets a pin)?

Timing system – Tom Brandt

### Starlight Stroll Committee Roles:

**Rolls needing to be covered are the ones bolded and in large font.**

- Promotions
  - Collect business logo's for race day signs
  - Collect business logo's for shirts
  - Place order for shirts (runners and volunteers)
  - Media: radio, PSA's, flyers, social media
  - Race day Signs
- **Volunteers**
  - Organize race day volunteers/ course marshals
  - Packet stuffers
  - Early packet pick up volunteers
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- **Refreshments**
  - Secure donations for race day food & water
  - Water for on the course
  - Pick up items the day before /day of race
  - Organize food after the race begins
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## • **Registrations/Timing**

### **System/Finish Line**

- Receives registration
- Create spreadsheet of participants
- Race Day registrations
- Organizes the finish line with timing system (Manually or chip-timed)
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- Goodie Bag/SWAG Bag
  - Secure goodie bag donations
  - Put goodie bags together
  - Distribute at early packet pick up as well as race day pick up
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- **Safety**
  - Light up the bike path
  - Safety vests for volunteers
  - Other ways of making this race safer, being it is at night?
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