

Committee Name: Fund Development
Meeting Date & Time: Wednesday, September 18, 2013, Noon

Attending:

Absent:

Next Meeting Date & Time: Wednesday, October 16, 2013, Noon

Agenda Items

• Grant updates – Received, Awaiting Outcomes	• Strategic Plan – Draft - Jayne
• Sponsorships - 5k	• Timing – both 5k and 1 mile, or both?
• Medals	• T-shirts
• Goodie Bag	•
• Safety – Lights, vests	•

Grant updates – Received, Awaiting Outcomes

Received

<u>Grant Name</u>	<u>Amount Received</u>	<u>Program</u>	<u>Submitted</u>
United Way	\$7,000	SET Program	

Awaiting Outcomes

<u>Grant Name</u>	<u>Amount Requested</u>	<u>Program</u>	<u>Submitted</u>
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
Xcel Energy	\$8,000	SET Program	May 31, 2013
MN Southeast Tech	\$50,000	MN Job Skills Partnership	End of September 2013

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
- 400 forms went to Goodview Gallops (GG) August 17
- 250 forms to Live Well Winona Mud Run (LWWMR) September 7

Other races on the docket are:

- Cotter Birthday Bash (9/21)
- Warrior Waddle (10/19)

Action Items:

- Contact city to see if additional insurance is needed. (Chianne) – **No additional insurance is needed by the city. No additional insurance is needed through C.O. Brown. I do have a copy of the event insurance that will cover our race.**
- Contact Kathy Hovel/Tom Slaggie about using their measuring device to map out the start/turn around/finish line. (Chianne) – **Contacted Tom & Kathy and I just need to pick it up to use it closer to the date of the race.**
- Research more medal options (Chianne/Deb)
- T-shirt pricing, can it be lowered by MCC? (Judie)
- Work with DJ on what he has for music and what he needs (Jayne/Chianne) – **DJ Troy is getting a list of music to Chianne by the end of the week.**
- Continue to work on obtaining refreshments (Maggie Shelly) – **Kwik Trip is donating 200 bananas and 200 bottles of kwik-aid to be picked up on 11/7**
- Continue to seek out volunteers
- We are booked for the chip timing. Do we want to just time 5k participants or 1 mile as well?
- We have received **FOUR** registrations already!!

Goodie Bag items:

- Requested donations from:
 - Lara Bars
 - Kleenex
 - Energizer (Headlamps)
 - Sport Beans
 - Emergen-C (confirmed)
- Glow bracelets
- Lip Balm – Watkins/Express?
- Bio-Freeze?

Starlight Stroll Committee Roles:

- **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 – Deb M**

- Organize race day volunteers/ course marshals
- Packet stuffers
- Early packet pick up volunteers

• **Refreshments – Maggie/Shelly**

- Secure donations for race day food & water – banana's, bagels, kwik-aid
- Water for on the course
- Pick up items the day before /day of race
- Organize food after the race begins

• **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)

• **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

• **Safety**

- Light up the bike path
- Safety vests for volunteers
- Other ways of making this race safer, being it is at night?
- **LED/Glow Rope**
- **Solar Rope Lights**