

## Meeting #3 Minutes (5-22-22)

### CHECK-INS:

- Avian: still looking into recertification, the original guy hasn't gotten back to me
  - Taking another inventory of old 5k shirts, gotten a count and have an excel sheet in the race director folder if anyone wants to take a look
  - I'm probably going to walk the course on Thursday if anyone wants to join me
  - Thinking about Talalive music
- Alexa: I met with Alexea and we're thinking about redoing the process for sponsorship registration
  - Now that we have a logo, I'll be sending Natalie and Alexis some files so we can update the graphic for sponsorships
  - Updated the tier levels for sponsorships
  - I have photos of the release calendar from 2018 when I was PR manager
- Natalie: We've finalized the logos with the reusable one and the new one
  - Talked with Alexis about bringing back recurring posts of social media accounts
  - Discussed a hype video idea where we can have a race animation/idea with a Marching Chief and the Garnet and Gold Guys similar to the videos that play at games with Bobby Bowden and Burt Reynolds
- Alexis: I want to animate the logo to help add some flair to our pages
  - Trying to make cover pages look good with the logo and other designs
  - For this week I will continue working on the website and social media pages
- Alexea: I updated the regfox website and will keep working on it
  - Should have the website finalized with the new logo design
  - Will email the people for shirts, bibs, medals, and chip timing systems

### Tasks: Volunteer - keep thinking about race day table locations and stations

- PR - keep updating social media and event pages, compile a list of contacts chapter-wise and contact them next week
- Sponsor - keep up the great work, we'll talk
- Registration - work on the regfox page, once done work on medal design
- Assistants - keep helping Alexa, we're about to start sponsor calls and communications
- Update bios and headshots, I will hound you individually