

Meeting #4 (6/2/2024)

Opening Greetings

Registration Discussion

- May working on registration page
- Waiver being sent over soon to add to page
- Logo finished, colors adjusted, early bird code set

Sponsor Registration/Card

- Micah looking over, page should go up this next week
- Mostly done, will be linked to the website
- Sponsor card is finished, final version in Google Drive
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Website

- Updated this past week, changed website to be more forward thinking.
- Sponsor card, volunteer links, registration sheet needing to be added next week for bigger website update.
- Packet pickup times registration will be talked about, scheduling will be discussed in the future. Will be added to "Race Info" page.
- Logo needs to be updated on website page.

PR

- Posting general updates to be the future plans, already mostly discussed before
- Facebook event page needs to be started
- Continually working on things, early bird code was needed but now has it

Calendar things

- Sponsor calls starting soon
- Scripts for emails and calls getting done
- Ideas to get more brothers involved, such as in-person calling, etc.
- Discussed donation-based sponsors such as trader joes and smoothie king

Updates by Manager

- Volunteer
 - Map is done, tweaked it a little bit since last version
 - Concerns of race being 4.86 kilometers, but not an issue, it's 5.
 - Goal is to finish volunteer forms
 - Track walk to figure out where to place things
- Registration

- Finished registration pages
- Looking ahead to medals
- PR
 - Hitting big posts this weekend
 - Trying to increase quantity of posts
 - Thinking about changing profile picture
- Sponsor
 - Everything already discusses, all in drive for everyone to see
- Co-Director
 - Website work ongoing for next week, let me know if you need anything, everyone's here to help each other.

Goal Reflection

- Past Goals
 - Race Director: Increase profit from the 5k, be able to evaluate expenses and mitigate them as much as possible. Acquire more sponsors. Goal Setting each month
 - Co-Race Director: Committee communication, being able to support each other on tasks
 - Sponsor Manager: Sponsor card by deadline, diversifying sponsors and consistently keeping communication open with them.
 - President: Marching Chiefs being more invested in the 5k, plan for future success and look towards the future more with 5ks. Leave behind more resources such as guides for future brothers in your role.
 - Registration Manager: Efficiency in packet pickup, plan out quantity of materials to reduce extra.
 - PR Manager: Use available resources, use old and new markets to get greater success.
 - Volunteer Manager: Mitigate confusion with volunteers, demonstrate professionalism on behalf of the Gamma Nu Chapter of Kappa Kappa Psi and Marching Chiefs.
- Co-Director
 - Maintained communication for goal, happy with it. Keeping same one coming up
- Sponsor
 - Focus moves toward scripts now, maintain effort all the way through the end
- Registration
 - Going forward, goal is shirts and medals. Everything went well this past month. Continuing is the same goal.
- PR
 - Researching new outlets, went well otherwise.
- Volunteer
 - Hasn't had the opportunity to talk with volunteers so far. Working on professionalism. Smooth sailing will be doing well, looking forward to it
- Director
 - Profit is looking promising, especially with cuts on ordering to get closer to real

numbers. We haven't spent any money yet, so good on that. Working on organization for efficiency.

Closing and Goodbyes