

## Meeting #3 Minutes

### 1. Review goals from past meeting and how managers have completed them

- Meeting with Gabby this week about sponsors
- **PR:** Prepared logos for this week and worked on updating the website.
- **Registration:** Worked on registration, sponsor and donation site. Looking into ribbons for medals and GulfWinds contact this upcoming week
- **Sponsor:** Updated the sponsor card (font and border). Finished compiling businesses for sponsor calls.
- **Volunteer:** Got in touch with Brienne and Garrett about contacting past drum majors, we only have their FSU emails so we might have to contact more recent drum majors.
- **Course Marshal:** Looked into MEVO and found an app, Periscope, that is more financially feasible for live streaming the race. Working on contacting Dr. Plack and Dr. Wilson about running the race. Also created a map with all of the checkpoints, such as where the water tables are and will send that to the volunteer manager

### 2. New goals, discuss

- When we will decide whether or not we will be doing the virtual race vs. race in the spring (depending on if we have COVID-19 update by mid-July, idea not solidified, meeting with Gabby) feel free to text ideas if you have them
- Logo feedback (**Autumn**); will be voting in slack tomorrow or Wednesday, then post reduced options to brotherhood for finalization after we vote.
- Preview of RegFox (**Belton**)

### 3. Our goals for individual positions

- **Course Marshal:** For now, just continue working with Gabby on sponsor materials, we already discussed that contact with FSUPD has to be delayed.
- **Registration:** Keep working on the Regfox page, better virtual packaging, start looking into it!
- **PR:** Continue working on the facebook page and website
- **Sponsor Manager:** Look into mock-ups of the sponsor card with the approved logo, see if they look good, if not its cool
- **Volunteer:** Look into using regfox for volunteers

### 4. Upcoming Deadlines

- May 13th - logo options reduced by 5K committee
- May 14th - poll brotherhood on logos condensed by committee, finalize logo
- May 12th - website completion
- May 19th - Facebook page creation
- May 19th - Registration completion
- **Moved dates:**

- June 17th - confirm race with FSUPD (tentative, depending on if FSU releases fall info)
- June 17th - Coordinate with Gulfwinds about chip-timing (tentative, same reason)
- June 17th - Release registration and website on facebook page (also tentative, we need dates)

**5. Questions from committee**

- Can we add the sponsor card to the website? Yes! The reason that we didn't put it on in the past is because it allows businesses to reach out to us and to be in constant communication.