

## RTC Board Meeting Minutes – 2/2/15

Attending: Rich Kline, Sarah Pirlot, Jeanie Brevoort, Brad Shefsick, Stentz Whitaker, Jennifer Bennett

### 1. Club Organization

- a. Review bylaws – requirement of general membership mtg and posting of agendas/minutes?
  - Stentz updated our CO State Articles of Incorporation with correct addresses
  - We will hold a General Membership mtg just ½ hour prior to our Season Kick-off mtg
  - Will post minutes to website – Jenn will send to Jeanie
  - Look into process for running term elections at the end of the year
- b. Board member responsibilities for the coming year
- c. Setting a monthly board meeting date  
First Monday of the month at 8:00 – next one is Mar. 2 @ Brad's
- d. Adding another Board member to the bank account
  - Need to add a bank card on the account as many vendors will not take checks
  - Brad is meeting with Stentz this week to get on the bank account
- e. Renew the domain name – due Mar. 15
  - Rich currently owns it, but need to transition it to the Club's e-mail and bank info - rocktriclub.com
  - Jeanie will get the amount owed to Stentz
- f. Business cards
  - Do we need a new card for sponsors/prospects? Sarah will ask Jeff Fleck about options

### 2. Sponsorship

- a. Levels of sponsorship
  - Last year was \$100, \$250, \$500, and \$800
  - This year: \$100 in cash, link on website - SPRINT
  - \$250 in cash, link on website, logo in shirt - OLYMPIC
  - \$500 in cash, link on website, logo on shirt and option to host an event of any type at your place of business - IRONMAN
  - \$1000 - \$600 in cash/\$400 in kind, link on website, logo on shirt, option to host an event, and we will host/pay for two events at their place of business – no cost out of their pocket with a limit of \$100 per event – ELITE (Projecting 3)
- b. Cutoff dates for securing commitments
  - March 30th with an April 1 goal for vectored, finalized design
  - Hopefully a turn around of one week with Jeff
- c. Prospects/ status updates from Brad and Sarah
  - Talk with Rockyard about sponsoring the mid-year gift (pint glass), we would pay to add our logo and sponsor a run from Rockyard
  - Boulevard at \$500

- Bubbles
- Dads and Dudes
- Earth Born Dog Food/ other ideas from Jane – what is something that would work for us? Bottle opener, transition towels would be great.  
Rich will send contact info to Brad and Sarah

### 3. Financial update

#### a. 2015 budget

100 estimated members (\$5000)  
 2 projected 1000s  
 4 projected at 500  
 4 projected at 250  
 4 projected at 100

#### b. outstanding and projected expenses

<b>Budget:</b>	website and po box	200	
	Registration and insurance	685	
	Bank expenses	350	
	State registration	20	
	Swim meet and awards	485	
	tent:	1300	
	teardrops:	680	
	banner:	100	
	swim cap:	200	(200 latex- white )
	water bottles:	600	(300 grey, 26oz)
	tshirt-long:	1450	(150x13 each)
	war chest	1500	
	parties	2100	
	mugs	370	
	Rich 10/member	1200	

**Total:** \$ retotal

Membership: 100x50= 5000  
 Sponsorship needed: 4800  
 Swim meet revenue hoping to recoup 1100

### 4. Membership update

- Numbers – 36 registered – 26 individual and 5 family add-ons on line, board members, plus a few checks
- Feedback on website – excellent and user-friendly
- Waivers – Jenn will get from Jeanie, will bring additional to swim meet

### 5. Swag

- a. Decide on shirt option and numbers/pricing for ordering
    - Horizontal logo on the chest, long sleeve navy blue shirt – more centered
    - 150 – with sizing scaled toward more smalls and mediums (unisex)
    - Ask Jeff for a sizing kit to keep at swim practices
  - b. What other items?
    - Water bottles – gray with tall logo in black, 26 oz
    - Swim caps – switch to latex, white with blue
    - Tent: wrapped tri kit logo – see if we can get a mock-up
    - Tear drops: – 9 ‘ double sided with tri kit logo
    - Banner: 3 x 6 full color, one side
  - c. Vote on total package – All Board Members are in agreement on the above items – Sarah will send all to Jeff to get a final package cost
  - d. Pactimo or Jeff? He can do the exact same kit, but take the sponsors off Or pay \$100 to Pactimo to change the art set-up. How does this work with our contract? Sarah and Stentz will follow up
  - e. We also need to get a sizing kit for our season kick-off party – can Jeff do that? Sarah will follow up
6. Swim meet
- a. Numbers/ final push for registration
  - b. Volunteer status – Jenn will repost
  - c. Any other needs? National anthem? Coffee? Massages? Banner?
    - Brad – will get coffee scheduled and pick up cuties, bananas
    - Rich – will get one of the high school girls to sing or do the Pledge
    - Stentz and Rich - will get the computer set up and start entering the seed times
    - Rich or Jenn - bagels and cream cheese
    - Sarah - will check with Kristin about offering massages
    - Jeanie – will pass long square reader for selling leftover t-shirts at the meet
7. Upcoming events
- a. Museum run planning – Brigit Owen – marketing person for the museum
  - b. Trainer nights – each Tuesday from 6-7 at American Cyclesports
  - c. Family pool day at the rec?
  - d. Set date for kickoff party – Saturday April 18<sup>th</sup> @ 2pm Crystal Valley Ranch Clubhouse. Jeanie will reserve.
    - Try to get a new food sponsor.
    - Must be a member by March 15<sup>th</sup> to guarantee your shirt size
  - e. Trail run planning – Cherokee Ranch
  - f. Calendar update

\* Things to do in December – renew USAT insurance and USAT Club status (approx. \$50)