

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING

VILLAGE OF NEW GLARUS
TRIATHLON PLANNING COMMITTEE

8/20/18 6:30 P.M.

Attendance: Jerry Landmark, Chris Sachs, Anthony Edge, Jon Ziltner, Judy Ziltner, Christine James, Megan Buol and Shelly Truttmann

AGENDA:

- 1. Approval of Agenda** - 1st by Chris Sachs, 2nd by Jon Ziltner, all in favor
- 2. Approve Minutes of Last Meeting** - 1st by Megan Buol, 2nd by Shelly Truttmann
- 3. Discussion: 2018 Event**

A. Media Contact/Information – Largely positive response from participants. Jerry made sure to talk to the one gentleman who seemed unhappy and they had a positive interaction following the race.

B. T-Shirt Design and Sponsors – RBS did a great job on the t-shirts. They look and fit great and RBS was easy to work with. An additional 24 shirts for sponsors as a thank you and 12 more for volunteers that did not yet receive them should be ordered.

C. Volunteers – Another year of great volunteers. In the future we should think about getting flags (possibly large Swiss flags) for our volunteers on the run and bike course and maybe even those in the transition area. The volunteers on the bike course on scooters should be wearing helmets, as we require them of our participants on bikes.

D. Pool – The swim got started on or before schedule and was finished in an efficient manner. A couple issues to think about for next year's race: 1) is it possible to go back to where RaceDay manually enters the Bib #s of those heading into the pool, rather than having their time start as soon as they cross the mat?, 2) Let's make sure we're clear to participants and volunteers that swimmers are required to swim 9 laps (down and back), 3) We need to remember to get a list of no-shows from registration to the pool deck as early as possible so Kendra and Chris can accurately create swim waves.

E. Bike – Great job to Shelly Truttmann and her team of volunteers on this year's bike course! Things to consider for next year's race: 1) Mile markers along the course, 2) Mailer to houses/addresses along the route letting them know about the upcoming race, 3) Look into whether there is anything we can do about the church parking on both sides of Ridge, 4) Flags for course volunteers and possibly a Stop or Slow sign, 5) Be sure to let participants know that there will be know water stops on the bike course.

F. Run – No real issues on the run, but a few suggestions for next year: 1) Mile markers at 1 mile and 2 miles, 2) Signs about road closures ahead on 3rd Avenue and 5th Street, 3) Be sure to have volunteers at the finish line to hand out medals and water bottles, as well as announce finishers and relay finisher numbers to the finish line.

G. Registrations – Numbers were up slightly from last year. 175 total with same-days registrations compared to about 150 last year. Next year we should look into providing an informational handout to participants as they pick up their bibs and chips. The handout could include maps of the park, pool, bike and run, listing of rules, post-race information, etc.

1. On-line Company – Race Day events handled the timing and registrations/bibs this year. Things to remember for next year's event: 1) Ask about pool/swim timing, 2) Can kids numbers start further down (around 200) so they are not in the middle of the adult participants?, 3) Request a listing of shirt sizes ordered be printed along with the bib numbers, especially for the relay teams

2. Age concerns for full triathlon – We had some children under 13 participate in the full triathlon, both individually and as members of a team. We will want to make sure we have clear guidelines on how we will handle this in the future.

H. Marketing/Post Race

1. Post Race Event – Better attendance this year. We went through most of the food that we had and many stayed around to collect their medals and awards. Discussion took place about the possibility of moving the post-race event to the Fest Haus and moving the Finish Line to in between the Fest Haus and the Village Park. This is something we can look into for next year.

2. Event Sponsors – We had 24 sponsors that donated a total of \$2,850.00 and hundreds of dollars of in-kind items.

I. Public Works/Safety – Closures were clearly marked, including an improvement in the posting of when roads would be closed and parking would not be allowed.

J. Kids Triathlon – Numbers were steady from last year's event. This year, however, there were no same day registrations. Some issues with the timing of the kids event and this is something we will want to ask Race Day about in the future.

Next Meeting: Tuesday, October 20th in Room 30 at the New Glarus Elementary School

4. Adjournment - 1st by Chris Sachs, 2nd by Jon Ziltner, all in favor

VILLAGE OF NEW GLARUS **TRIATHLON PLANNING COMMITTEE**

7/23/18 6:30 P.M.

Attendance: Jerry Landmark, Chris Sachs, Anthony Edge, Jon Ziltner, Judy Ziltner, Christine James, Megan Buol and Shelly Truttman

AGENDA:

1. Approval of Agenda - 1st by Chris Sachs, 2nd by Judy Ziltner, all in favor

2. Approve Minutes of Last Meeting - 1st by Anthony Edge, 2nd by Chris Sachs

3. Discussion: 2018 Event

A. Media Contact/Information - Christine will post thank you's on Facebook to each of the event sponsors. Liking and sharing will help increase our visibility online.

B. T-Shirt Design and Sponsors – RBS submitted a competitive price for t-shirts and will also be flexible with us submitting sponsor logos and shirt sizes for the order. Logos for Gold and Silver sponsors will be on the shirts. Sizes should be submitted by July 27th. Anthony will pick up shirts when they are ready.

C. Volunteers – Megan has volunteers lined up for the pool area (counting laps) and Shelly is getting volunteers for the bike route. Funseths will again host water about halfway along the run route.

D. Pool – No new updates

E. Bike – Signs will go up on the route on Friday, August 3rd and sweeping and painting will happen on Saturday, August 4th. Anthony will inform Primrose Church about the route passing by their church around the time of their service.

F. Run – Durst Rd. construction will not be an issue for the race.

G. Registrations- 111 Total registrations, this is 21 more than at this time last year.

1. On-line Company – Run Sign Up will continue to send registrations fees to our account with the Village

H. Marketing/Post Race

1. Post Race Event – Medals for first, second and third place, pint glasses for first in each age group and for each relay. Megan will drop off medals and order more from Kari at Monroe Engraving on July 25th. Anthony will work with Megan on getting the banner printed.

1. 42 Gold, 36 Silver, 36 Bronze

2. Participation Medals: 200

2. Event Sponsors – Sponsors continue to come in. Gold and Silver will be on shirt and all sponsors will go on the banner.

I. Public Works/Safety – Permits have been completed.

J. Kids Triathlon – Emails will be/have been sent out to children through the swim lesson/Active list for Parks and Rec, the Sugar River Rapids swim team and 4K through 7th grade students at NGSD.

Next Meeting: Setup on Saturday, August 4th at 2:00, Registration then from 5:00-6:30 pm, Race Day setup will begin around 6:00 am on Sunday, August 5th. Jerry will meet Race Day Events at Village Hall/Park on the morning of the race around 4:30am.

4. Adjournment - 1st by Chris Sachs, 2nd by Anthony Edge, all in favor

VILLAGE OF NEW GLARUS
TRIATHLON PLANNING COMMITTEE
VILLAGE PARK
7/9/18 6:30 P.M.

Attendance: Chris S, Anthony, Travis, Christina, Megan, and Shelly

AGENDA:

1. Approval of Agenda- 1st by Anthony Edge, 2nd by Chris Sachs

2. Approve Minutes of Last Meeting- 1st by Chris Sachs, 2nd by Anthony Edge

3. Discussion: 2018 Event

A. Media Contact/Information

1. Race Day sent out message about our upcoming triathlon. The committee asked if you see a new message on Facebook to “like and share” so more people see the post.

2. Anthony and Megan will send out messages to school and pool/park programs to get people to be more aware of the triathlon.

B. T-Shirt Design and Sponsors

1. Anthony has been in contact with many companies and comparing prices. Still waiting on RBS to see what they will quote him. He will keep us update on which company we will go with for the shirt.

C. Volunteers

1. Megan will ask the guards for volunteers for pool and road coverage.

2. Shelly is getting volunteers for the bike route.

D. Pool

E. Bike

F. Run – Durst Rd. possible construction

G. Registrations- 74 Total: 57 adults, 17 relays, and 9 children

1. On-line Company

H. Marketing/Post Race

1. Post Race Event – location

a. Winners from each age group/division will get a glass with the Stube logo and then with 2018 Alphonman Triathlon. Anthony is in contact with the Stube.

b. Megan will check on medals and order more from Kari at Monroe Engraving.

1. 42 Gold, 36 Silver, 36 Bronze

2. Participation Medals: 200

2. Event Sponsors

I. Public Works/Safety

J. Kids Triathlon- 9 signed up

K. Other Notes: Donation to Softball program and School approved by Chris Sachs and Christina James.

1. Softball leaders will order \$500 of supplies need with Village Credit Card (if approved). Megan will help with this.

2. \$500 will be donated to the school to cover summer school supplies instead of pool bus since it has already been covered.

L. Next Meeting: Monday, July 23- 6:30 PM at Village Park

4. Adjournment- 1st by Anthony Edge, 2nd by Travis Thompson

VILLAGE OF NEW GLARUS TRIATHLON PLANNING COMMITTEE MINUTES 6/11/18 5:30 P.M.

Present: John Ziltner, Megan Scheele, Christine James, Anthony Edge, Jerry Landmark, Chris Sachs, Travis Thompson

AGENDA:

1. Approval of Agenda: motion by Anthony Edge, Second Megan Scheele- approved

2. Approve Minutes of Last Meeting: motion by Anthony Edge, Second Chris Sachs- approved

3. Discussion: 2018 Event

A. Media Contact/Information-Board members will continue to get pictures with donation members and send them checks for their committees.

B. T-Shirt Design and Sponsors- Christine has been in direct contact with the shirt company. Quote is at \$6.00/shirt- high than last year. Anthony will look into other companies for prices for similar shirts (RBS, Badger Sporting Goods, etc).

C. Volunteers- no discussion

D. Pool- Good to go for triathlon

E. Bike- Using old route

F. Run – Durst Rd. possible construction- Route should still be good to go even if they patch work is done.

G. Registrations- 39 Adults, 5 kids

1. On-line Company

H. Marketing/Post Race- \$500 donation thus far: \$200 Mosher, \$300 Midwest Dental. Bags: What can we put in them to make them more interesting for participants? So far we have Midwest Dental goodies, Jerry would like to order water bottles with Triathlon Logo from the Landmark Creamery.

1. Post Race Event – location- Megan Talked with Kayla and the fire department has been contacted and good to go. Megan/Kayla will contact Hoesly's about hot dogs. Travis will contact the Brewery about the beer.

Post Race Awards: Travis has contacted the Brewery about glasses for the top winners for each age group. If we don't have any luck with the brewery, Anthony will contact Stube about donations from them.

Matt Felt agreed to serve the beer again this year. We will need him to fill out the paperwork for the temporary operator's license.

2. Event Sponsors- Board Members took more letters to pass out to local businesses.

I. Public Works/Safety – All Approved

J. Kids Triathlon- School will send out another reminder about both the adult and kid triathlon.

Next Meeting: Monday, July 9 at 6:30 at the Village Park

4. Adjournment- motion by John, second by Travis- approved

VILLAGE OF NEW GLARUS TRIATHLON PLANNING COMMITTEE Minutes 5/9/18 6:30 P.M.

Present: John Ziltner, Shelly Truttman, Megan Scheele, Christine James, Anthony Edge, Jerry Landmark

Next meeting: June 11, 5:30 pm

AGENDA:

1. Approval of Agenda –motion by Meghan, second Shelly, approved
2. Approve Minutes of Last Meeting - motion by Meghan, second Shelly, approved
3. Presentation of Donations from Previous Year Proceeds – Heinz Mattmann on behalf of the Yodel Club and Ignacia Boersman on behalf of the Library were present for photos. Shelly prepared mock checks for photos, and Christine will submit to the New Glarus Post. Other photos can be made and sent to the paper as time permits.
4. Discussion: 2018 Event

A. Media Contact/Information – Sponsorship letter and flyers were handed out by Anthony. Committee members can start asking for sponsorships when they can. Midwest Dental has already donated as a gold sponsor, and donated toothbrush kits for kids and adults. Committee members were asked to think about and procure other items for the athlete bags. Anthony had the flyers printed and are ready for distribution.

B. T-Shirt Design and Sponsors – Chris Sachs reported that The Bike Haus in Monroe will provide bike support for the event. It was approved that they would be considered a gold sponsor for in-kind donation

C. Volunteers – Shelly will be the bike volunteer coordinator, and Meghan will coordinate for the swim and run. Jerry will coordinate volunteers for the transition area.

D. Pool – no discussion

E. Bike – Dane County has approved the portion of the bike route that is in the county.

F. Run – There was some concern that construction on Durst Road will impact the run portion of the event. Jerry will contact the Town of NG to see what the timeline will be.

G. Registrations – 26 adult and 4 youth so far.

H. Marketing/Post Race

1. Post Race Event – There was no report from Travis about talking with NG Brewing about the glasses. Jerry will follow up with Travis. Committee discussed having more options for post-race. John will check with Roy's Market about getting bananas, and Meghan will contact Hoesly's again. Other possibilities were discussed and members were going to try to get more items. The committee discussed moving the post race party to the new Fest Haus across from the park. Jerry will contact the owner about feasibility.

2. Event Sponsors – Sponsorship letters were distributed.

I. Public Works/Safety – no discussion

J. Kids Triathlon – no discussion

5. 2017 Proceeds – Committee members filled out vouchers for the proceeds to be distributed to the various youth groups. They should be submitted to Lynne for check writing. Checks can be sent or, preferably, hand delivered by a committee member.

5. Adjournment – motion by John, Anthony second

**VILLAGE OF NEW GLARUS
TRIATHLON PLANNING COMMITTEE
Minutes 4/2/18 5:30 P.M.**

Present: John Ziltner, Shelly Truttman, Megan Scheele, Christine James, Chris Sachs, Anthony Edge, Jerry Landmark

Next meeting: May 9, 6:30 pm AGENDA:

1. Approval of Agenda –motion by John, second Anthony, approved
2. Approve Minutes of Last Meeting - motion by John, second Anthony, approved
3. Discussion: 2018 Event

A. Media Contact/Information – Sponsorship letter and flyers were approved. Anthony got quotes for printing the updated flyers. Committee approved him going ahead with the printing and submitting the bill to the Village. Christine submitted a paragraph to Racedayevents for inclusion in its April newsletter. Jerry will send out an email to previous participants prior to the April 16 price increase.

B. T-Shirt Design and Sponsors – T-shirt design was discussed and will have the same design as last year. Christine will get color samples and report back to the committee.

C. Volunteers – no discussion

D. Pool – no discussion

E. Bike – Dane County has approved the portion of the bike route that is in the county.

F. Run – no discussion

G. Registrations – 19 adult and 3 youth so far. The changes to the categories, i.e. adding a 13-15 and 16-19 age group were done. No adjustments to the racedayevents registration was required.

H. Marketing/Post Race

1. Post Race Event – The committee talked about awarding first place finishers with a glass with the Alhornman logo on it in addition to the gold medal. Second and third would continue to receive silver and bronze medals. Travis was going to ask NG Brewing if they would help out with the glasses but was not able to attend the meeting. Jerry will check to see if he was able to do so.

2. Event Sponsors – Sponsorship letters will be distributed at the May meeting.

I. Public Works/Safety – no discussion

J. Kids Triathlon – no discussion

3. Discussion/Consideration: 2017 Triathlon Proceeds – Anthony moved and John seconded a motion to allocate a total of \$4,000 from the 2017 proceeds as follows:

\$250 to the Alhorn group;
\$500 to the local youth soccer program,
\$500 to the local basketball program;
\$500 to the local baseball program;
\$500 to the local softball program;
\$500 to the local swim team program;
\$500 to the local wrestling program;
\$500 to the school district for swim bus driver to Monroe;
\$250 to Library Music and Movement program.

This would leave a balance of approximately \$2,800 for this year's marketing, incidentals and possible equipment purchase.

It is hoped a representative from the various programs can be present at the May meeting for a presentation of the checks and photo. The following committee members are asked to contact a representative of the programs with news of the donation and request to attend the May meeting. Wrestling and Softball - Christine; Swim team and Baseball – Meghan; Soccer and Basketball, Library and school district – Anthony and Shelly; Alhorn group – Judy and John

5. Adjournment – motion by John, Anthony second

**VILLAGE OF NEW GLARUS
TRIATHLON PLANNING COMMITTEE Minutes
2/21/18 6:30 P.M.**

**Present: John Ziltner, Shelly Truttman, Megan Scheele, Christine James,
Travis Thompson, Anthony Edge, Jerry Landmark**

Next meeting: April 2, 2018 at 6:00

AGENDA:

1. Approval of Agenda –motion by Travis, second John, approved
2. Approve Minutes of Last Meeting - motion by Travis, second John, approved
3. Discussion: 2018 Event
 - A. Media Contact/Information – Anthony brought updated copies of the sponsorship letters and flyers. Members are asked to review and submit changes to Anthony. Both will be approved at the next meeting. Christine will get quotes for professional printing of the flyers for consideration at the next meeting. Racedayevents will include a note in its monthly newsletter in April and July. Which corresponds to our price increases. Christine and Jerry will provide the paragraph.
 - B. T-Shirt Design and Sponsors – See above
 - C. Volunteers – no discussion
 - D. Pool – no discussion
 - E. Bike – no discussion
 - F. Run – no discussion
 - G. Registrations – 11 adult and 3 youth so far. The committee discussed whether to add more race categories to encourage younger participation. It was agreed to add a 13-15 age category, as well as a 16-19 age group. Jerry will make the changes on the on-line registration and Travis will make changes on the website.
 - H. Marketing/Post Race
 1. Post Race Event – The committee talked about awarding first place finishers with a glass with the Alphornman logo on it in addition to the gold medal. Second and third would continue to receive silver and bronze medals. Travis will ask NG Brewing if they would help out with the glasses.
 2. Event Sponsors – See above
 - I. Public Works/Safety – no discussion
 - J. Kids Triathlon – no discussion
4. Discussion/Consideration: 2017 Triathlon Proceeds – It was agreed the committee could possibly commit up to \$5,000 of proceeds from last year and previous years. Several options were discussed – none were finalized and voted on. More information and discussion will be needed in April. Some

possibilities:

- \$500 Donation to school for swim bus driver to Monroe
- Scholarship for swim suits/caps
- Park/rec requests
- \$250 to Alphorn group
- Run For Fun, summer track program – Shelly will find out more
- Library donation for Music & Movement for Kids program
- \$2,000 for youth softball/baseball
- \$2,000 for swim team

Jerry proposed the following:

- \$250 to Alphorns;
- \$500 to the local youth soccer, basketball, baseball, softball, swim team and wrestling programs;
- \$500 to the school district for swim bus driver to Monroe;
- \$250 to Library Music and Movement program.

Total \$4,000. This would leave a balance of approximately \$2,800 for this year's marketing, incidentals and possible equipment purchase.

Committee was asked to contact the various organizations for contact information.

5. Adjournment – motion by John, Anthony second

VILLAGE OF NEW GLARUS TRIATHLON PLANNING COMMITTEE Minutes 1/15/18 5:30 P.M.

Present: John Ziltner, Shelly Truttman, Megan Scheele, Christine James, Chris Rear, Jerry Landmark

Next meeting: Wednesday, February 6, 2018 at 6:30

AGENDA:

1. Approval of Agenda –motion by Megan, second Shelly, approved
2. Approve Minutes of Last Meeting - motion by John, second Shelly, approved
3. Discussion: 2018 Event

A. Media Contact/Information - Christine gave an update on Facebook usage, about 130 “likes” so far, but very few with Twitter. She also reported that Racedayevents will put a notice in their newsletter publicizing our event in April and again in July. She asked all the members to “like” Facebook and Twitter if they have them. Jerry indicated emails to all past participants will go out 14 and 7 days prior to the fee increases on April 16 and July 16. Also, it was thought the pamphlets distributed by racedayevents and placed on cars at various events were successful and should be utilized again this year.

B. T-Shirt Design and Sponsors – Christine will contact racedayevents about doing the t-shirts again. It was mentioned we may want to have the same logo but include the number of years the event has been held.

C. Volunteers – no discussion

D. Pool – no discussion

E. Bike – Discussed whether to go back to Pioneer road route now that it is finished. Motion by Megan, second by Christine to have the Pioneer Road route for 2018. Motion approved. It was decided to announce the “new route” on Feb. 1, with preliminary “teaser” notices on Facebook to generate interest in the upcoming announcement. Jerry will co-ordinate with Travis to get the web updated on Feb. 1.

F. Run – no discussion

G. Registrations – 7 so far, 4 adult and 3 kid race. Last year: 1 at this time.

1. On-line Company – Racedayevents.llc has agreed to time the 2018 event; estimate, contract and deposit have been submitted. Registration is through Runsignup.com.

H. Marketing/Post Race

3. Post Race Event – no discussion

4. Event Sponsors – It was noted by all that a main reason we did so well financially despite the lower turnout was a large increase in sponsorships, and strategies for how to maintain that will need to be discussed

I. Public Works/Safety – no discussion

J. Kids Triathlon – no discussion

4. Discussion/Consideration: 2017 Triathlon Proceeds – It was agreed the committee could possibly commit up to \$5,000 of proceeds from last year and previous years. Several options were discussed – none were finalized and voted on. More information and discussion will be needed in February. Some possibilities:

\$500 Donation to school for swim bus driver to Monroe

Scholarship for swim suits/caps

Park/rec requests

\$250 to Alphorn group

Run For Fun, summer track program – Shelly will find out more

Library donation for Music & Movement for Kids program
\$2,000 for youth softball/baseball
\$2,000 for swim team

Committee is encouraged to put out the word that we have money to donate and to come up with ideas for the February meeting. It was noted it would be nice to have decisions made by the March meeting so groups can start to access the funds.

5. Adjournment – motion by John, Shelly second

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