NEWINGTON LIBRARY 5K CHALLENGE
PLANNING MEETING
March 16, 2020
6:30 p.m.
Lienhard Room, Lucy Robbins Welles Library

1. REFRESHMENT COMMITTEE
   a. Bottled Water – Friends
   b. Other refreshments –
   c. Refreshment tables - 14 last year.
   g. Cleanup crew – Everyone

2. AWARDS COMMITTEE
   a. Trophies - Booster Awards
   b. Sponsorships –
   c. Prizes –

3. REGISTRATION COMMITTEE
   a. Timing company – Platt
   b. Registration form –
   c. Rates - $20 - $25 -
   d. Numbers –

4. COURSE COMMITTEE
   a. Police – Ron
   b. Loudspeaker –Kevin
   c. Starter Horn – Ron
   d. Homeowner’s notification - Ron, Dennis, Kevin
   e. Course signs - Sponsor sign, Green Sign, extra signs, Mile sign – Kevin did mile signs, Ron did street signs
   f. Bathrooms/Gym - Ron -
   g. Power – Ron
   h. Road Volunteers – Key Club –
   i. Transportation for mile timers. –
   j. Ambulance – Karen –

5. PROMOTIONS COMMITTEE
   a. Obtain T-Shirts – Diane –
   b. Public relations – Karen –
   c. Sign – Ron
   d. Sponsor sign – Ron status.
   e. Sending out registration forms to past attendees, new parties – Database – Kevin.

6. OTHER BUSINESS