

## **Newington Library 5K Challenge Planning Committee Meeting**

January 8, 2024 - 6:30 P.M.

Community Room - Lucy Robbins Welles Library  
100 Garfield Street

**This meeting will be presented as a Zoom Webinar/Hybrid Meeting.**

**Information on how to attend will be posted on the website at**

**<https://www.newingtonct.gov/virtualmeetingschedule>**

### **AGENDA**

1. REFRESHMENT COMMITTEE
  - 1.I. Bottled Water And Other Refreshments
  - 1.II. Refreshment Tables
  - 1.III. Cleanup Crew
2. AWARDS COMMITTEE
  - 2.I. Trophies & Booster Awards
  - 2.II. Sponsorships
  - 2.III. Prizes
3. REGISTRATION COMMITTEE
  - 3.I. Timing Company
  - 3.II. Registration Form And Online Registration
  - 3.III. Rates
  - 3.IV. Numbers
4. COURSE COMMITTEE
  - 4.I. Police
  - 4.II. Loudspeaker And Starter Horn
  - 4.III. Homeowner's Notification
  - 4.IV. Course Signs And Sponsor Signs
  - 4.V. Bathrooms And Power
  - 4.VI. Race Volunteers And Road Volunteers
  - 4.VII. Transportation For Mile Timers
  - 4.VIII. Ambulance And CERT
5. PROMOTIONS COMMITTEE
  - 5.I. Obtain T-Shirts
  - 5.II. Public Relations
  - 5.III. Sponsor Sign, Race Sign And Banner

5.IV. Sending Out Registration Forms To Past Attendees And New Parties- Database Kevin

6. OTHER BUSINESS

7. Adjournment