

# MILL CITIES RELAY EVENT COMMITTEE MEETING MINUTES GILLY'S

22 OCTOBER 2004

PRESENT: Jim Gilford, Dave Camire, Stan Klem, Skip Cleaver, Ed Mahoney, Zak Tibbets, Jeff Gould, Marshall McCloskey, Rosa Tejada, Chip Mann, Bob Menzie, Gary Freedman, 2 guests, Linda from MVS and Tom from AA

1. Insurance permits for the Voke School and Griffin Park have been obtained. The Amusement license for Methuen is all set. The KOC hall is all set. The Lawrence Auxiliary Police are all set.
2. The Nashua Y and ReAct are all set. Permits have been applied for. A letter has been sent to the Hudson Police. Kevin Reynolds will have a clock at the first exchange zone.
3. Clubs are encouraged to put information about the Relay on their websites and promote the event.
4. There is no new merchandise this year. We still have hats, shirts, gloves and a few vests to sell. There is about \$1,600.00 inventory remaining. Volunteers are needed to sell merchandise at the start. It was decided to set up the merchandise for sale near the beer tickets for better visibility.
5. The committee and club presidents will receive caps this year.
6. The giveaways this year are travel mugs with the MCR logo.
7. The website is up and will be continually updated.
8. Food will be provided again by Roger (soup, beans) and Jackie (pasta). Jackie will be asked to obtain the paper goods again this year and will be kept informed of the number of entries.
9. Brett will obtain soda.
10. The DJ, Shaun Harrington is booked.
11. Bricks and awards will be taken care of. Dave C. needs to order the special Phil Quinn Award brick and also obtain the plaque from Warren.
12. Dave LaBrode will mark the course.
13. There will be two portajohns at the start, with the possibility of adding a 3<sup>rd</sup>, depending on the number of teams. New this year: there will be a portajohn at the Voke School.
14. Dave Kazanjian will be in charge of batons at the start. Team captains will be able to pick up their team's numbers and giveaways at the Y.
15. Jim Gilford will start the race. Steve Burton will drop the brick.
16. Skip will check the course race day.
17. The entire course was reviewed, with each intersection and each club's responsibility discussed in detail. Coastal has opted out of the Relay and Melrose will take over their responsibilities at the boathouse. Again this year, all runners at the last exchange zone (Griffin Park) will be started at 11am.
18. GAC is in charge of the Finish line. There was discussion of having a longer chute. Dave C. will do the timing.
19. It was discussed changing the set up of the hall, having the food more visible and separate from the beer.

20. Dave Labrode is the Master of Ceremonies.
21. Ed, Carol and Jim will handle the sale of beer tickets. Money collected from beer ticket sales and merchandise sales will be kept separate.
22. Sharon will present Charlie Farrington with the Phil Quinn Award.
23. In the event of a postponement due to snow, the event will be in February 2005.
24. General discussion followed: Dave C. will send a newsletter to all committee members after each meeting. He would like to use personal emails to promote the relay and asked to be provided with 5 emails from each club. Info sent would include minutes taken at the meetings, info on the relay, and a special highlight on a committee member. The first person to be highlighted will be Chip Mann.
25. Reestablishing the Participation award was discussed, along with a highest percentage of club members participating.
26. Having raffle prizes was also discussed and was tabled until next year, having a permanent monument at the Y to mark the site as the start of the Relay, and the possibility of a "Spring Fling", a social, dress-up event to encourage club participation and a MCR cookout, for families and children.
27. The next meeting will be in Haverhill, at Sharon's, Friday, November 26<sup>th</sup> at 7pm.