

NOVA SCOTIA MARATHON COMMITTEE MEETING

September 12, 2018

6:30pm Conference Room Municipal Building

Present: Anna Kenney, Ken Smith Suzy Atwood, Gerilyn Crowell, Crystal Stoddart, Colin Wickens, Sasha Crowell, Talent Wilson, Brandi Holmes, Eddie Nickerson, Jody Crook, Lana Townsend, Jennifer and Adam Shand.

1. Call to Order

- Meeting was called to order at 6:32pm

2. Introductions

- Everyone introduced themselves.

3. Additions/Deletions to Agenda

- None were made

4. Approval of Agenda

- Approved

5. Terms of Reference-Overview

- Everyone had a handout that listed the terms of reference for the NS Marathon Committee.

6. Current Status of Committee

- An expression of Interest sheet was handed out and it was asked for committee members to fill it out and return to the MOB office by Sept. 24, 2018.

7. Review of Financial Decision Making Framework

- Anna prepared a fixed and variable cost sheet for the Marathon and she explained and field questions. Everyone received a copy of this sheet.

8. Preliminary Review of Activities/Timelines

- Anna prepared a sheet listing activities that needed to be completed and the dates they needed to be completed. Everyone was given a copy of this sheet.

9. Sub-committees/Working Groups

- The following Sub-committees were formed: there is room for others to join.

Registration: Lana/Anna

Sponsorship: Talent Wilson, Colin Wickens

Swag: Sasha Crowell, Gerilyn Crowell, Jennifer Shand, Crystal Stoddart, Jody Crook

Marketing: Sasha Crowell, Brandi Holmes, Talent Wilson

Race Admin: Crystal Stoddart, Cara, Gerilyn Crowell

Financial:

Accommodations:

10. Initial matters to be resolved

- (a) Sub-committees- already started compiling (see #9)
- (b) Confirmation of Routes (start & finish lines)- Eddy Nickerson (Warden) offered to check in with this and report back to committee.
- (c) Length of Races-to be discussed at Race-Admin sub-committee and will report back.
- (d) Registration Fee(s)- to be discussed by Race-Admin sub-committee and will report back

11. Date and time of next meeting

Wednesday, October 10, 2018 @ 6:30pm at the MOB

12. Adjournment: 7:45pm