

## Fireball Memorial Classic

### Committee List

#### Race Directors

Mark & Tabitha West

- Oversee all committees
- Build Annual budget
- Arrange for Timing company
- Arrange for USATF Sanction
- Manage online registration
- Build volunteer lists
- Awards Ceremony agenda
- Arrange for City of Ada permit
- Arrange for EMS and Police

#### Fireball Committees

- Sponsorship
- Marketing
- Supplies
- Hydration
- Course Master
- Registration/Package Pick up

#### Sponsorship Committee

Chair:

Members: Elaine Rhynes

- Compose and send out Sponsorship letters
- Follow up with personal visits to potential sponsors
- Highlight Elite Sponsorship opportunities-Shirts, Medals, Goodie Bag

- Update each sponsor on the success of the race
- Thank you letters to each sponsor upon receipt of donation and after the race
- Maintain Leaderboard
- Build a working list of Sponsors to be passed along each year
- Logo collection from sponsors for marketing and shirts

### Marketing Committee

Chair:

Members: Bob Greenstreet, Jorjia Cash

- Design schedule of events flyer to be distributed at other events, stores, social media, etc.
- Put out press releases and race results to local media outlets
- Update Social Media-Facebook and Snapchat
- Build Course race maps for runner friendly apps like Strava and Map my Run
- Contact Chamber of Commerce about the event
- Notify running clubs
- What's Up Wednesday
- Advertise with OK Sports & Fitness

### Supplies Committee

Chair:

Members:

- Assist race directors in ordering t-shirts, medals, goodie bag items
- Arrange for porta potties
- Request recycling bins
- Trailer Inventory

### Hydration Committee

Chair:

Members: Nancy Thomason, Jennifer Greenstreet

- Recruit hydration station teams-get names and contact numbers
- Hold pre-race hydration meeting with teams to instruct on how to station locations.
- Secure water and cups
- Coordinate refreshment table
- Gather Gatorade and deliver to lodge

### Course Master

Chair:

Members: Shirley Pogue, Randall Pogue

- Painting the course
- Arrange for someone to man the turn around point and course cheerleaders
- Course signs
- Lead and tail coordination
- Start finish line monitoring
- Tent set up
- Music-DJ
- Arrange for Colorguard and National Anthem singer

### Registration/Packet Pickup

Chair:

Members: Shirley Mixon, Donna Rabber, Christine, Pappas, Lena Craig, Yvonne Bedford, Bob Greenstreet, Shirley & Randall Pogue

- Coordinate the shoe drawing
- Bib/shirt/pin packet building
- Goodie Bag building and collection of basic goodies
- Money taker

- Onsite registration
- Packet handout

#### Ideas to develop

- Design a race logo that will be used year in and year out.
- T-shirt Design
- Back drop or props for race day pictures
- Revamp course maps and signs?
- Talk to City of Ada about food trucks
- Live Music?