

## Kindred Souls Foundation

Unleashed at Stadium Bowl – Volunteer Zoom Meeting Minutes  
July 21, 2024 | 10:00AM – 12:00PM

### I. Introductions

- a. Directors: Brian, Kelly, Amy
- b. Leads: Alyce (Food Garden), Chris (Packet Pick Up), Donald & Monica (Signs/Drive), Jane (Results & Awards), Joan (Parking/Drive), Lisa (Wellness Partners), Shawndra (Field Safety), Brian (Race Marshals/Heroes Race), Ron & Matt (Heroes Race)

### II. Highlights

- a. Volunteer Update website page orientation – **Volunteer positions may change between now and Aug 3<sup>rd</sup>-4<sup>th</sup> so check the volunteer page on the Unleashed website often!**
- b. Registration Update:
  - i. Since Covid we have trended up- currently **20%** above last year (**245 racers so far**)
  - ii. **55** 2-Lappers
  - iii. **9** Heroes Teams (**hoping for 19 teams**)
- c. **YMCA is sponsoring us for the first time this year and allowing racers to train at Stadium Bowl leading up to the race.**
- d. **ALL our equipment/supplies are now stored at Stadium Bowl! This will allow for a faster/more efficient set up and break down.**

### III. Overview of Volunteer Areas

#### a. Pre-Event

1. Packet Assembly- Wed, 7/31 - Lakewood Family YMCA 5 --8pm (Shawndra)
2. Packet Pick Up- Friday, 8/2 Lakewood Family YMCA 3pm-7pm (Chris) **(3-4pm for set up – racers from 4-7pm)**
3. Field Set Up, Saturday, 8/3 Stadium Bowl 3pm - ~7pm (Brian)
4. Please hydrate before and during set up. There will be bottled water and food provided which will be located under the score board.

#### b. Event Day Locations on the Field

1. Parking - we are currently developing a parking protocol that will likely be a first come/first serve. We will update as more info is available.
2. Race Route / Race Marshal Positions
3. Team Meeting at 7:00 and Safety briefing at 8:15 will be held by the scoreboard
4. Rest Rooms
5. Chip Timer / Start & Finish
6. Medical Booth – 35-yard line
7. Water points 1-4
8. Packet Pick Up
9. Wellness Partners (#1-7)
10. '3256' Bib Stamp for 2-Lappers – Hosted by Summit Vet Referral Center (#8)
11. Food Garden / Lost & Found
12. Awards/Results
13. Field/Stair Quad Areas - Field broken into quadrants for safety volunteers; two vols per quad overseeing steps and ground while positioned on the field; each quad will have a 2-way radio and some will have a safety flag

14. Event program guide
15. Race Sticker 1628/3256/Heroes handed out w/race bib at packet pick up
16. '3256' Iron-on 3256 for 2-Lappers handed out w/race bib at packet pick up

#### IV. Race Day Timeline - Draft

**0700:** Team Meeting on the Field by scoreboard – all\* volunteers must be on the field by 7am so please plan on arriving 10-15 minutes early to give enough time to park and walk down the long driveway to the field. \* *volunteers on Parking Control meet at the top of the drive at 7am*

**0715:** Disperse to your first area as noted on the volunteer position chart for set up/briefings

- Food garden vendors arrive
- Field inspection - walk the field to check tents, wipe condensation off tables, and ensure all is ready
- Field sign placement: medical tent, food garden, packet pick up, and track with the Timeline, Race Route, and Rules signs

**0800 – 0830:** Packet pick up opens. Many racers will arrive as early as 7:30-7:45am so please be prepared to welcome them, answer any questions, and direct them to the packet pick up area. Warm up stretching w/Revive on the field.

**0815:** Safety brief w/Brian & Shawndra for those noted on the chart

**0830 - 0900:** Heroes packet pick up opens (Ron and Matt)

**0845:** Racers line up by mile time (fastest to slowest) – designated volunteers will hold mile time signs; disperse to your next position if it changes

**0855:** Welcome announcements and safety brief

**0900:** Disperse to your next position if it changes; PPU stays open until ~0930

**0905:** Tricia Sheer, 133<sup>rd</sup> Army Band, sings the national anthem

**0910:** Main race begins – **During the race please be sure to cheer the racers on! They love this and it inspires spectators to join in! Stay off the track and out of the endzone where the Start/Finish Lines are**

**0930:** Participants enjoy complimentary massage, ice baths, injury assessments & foam rollers, stretching on the field and food in the food garden; disperse to your next position if it changes

**1000-1010:** Heroes race begins (Heroes Leads will determine line-up time prior to 10)

**1045:** Official chip timing ends – anyone still racing at this time will be marked as DNF

**1045:** Award Ceremony (must be present to receive medals/trophies)

**~1115:** Take down – When taking down your assigned area, please do your best to keep things as neat and organized as they were when setting up. It takes a tremendous amount of time to prepare everything we need for race day as well as to go through everything after race day to store it for next year so let's do our utmost to make this as easy as possible for next year!

There will be a volunteer gathering (location TBD) after taking down to hang out, have a cold beverage, and celebrate all our hard work (1<sup>st</sup> round on Kindred Souls Foundation!).

V. IV. Questions/Comments

**Will we wear our new volunteer tech shirts this year (and moving forward)? YES**

**When will the gates to the Bowl be opened? 6:15-6:30am – Brian now has a key**

**Will we assign someone to oversee loading equipment/supplies back in our new storage shed?**

**Faye identified**