

Subject: Minutes of Volunteer Recruitment Committee - 3/17/04

Committee Co-Chairs Matt Tullis and Kim Schryver met at Matt's Caring Connection Office at 12 noon Wednesday, March 17, 2004.

1. We viewed the Power Point presentation that Matt has put together. It looks great and will be final after the Advisory Committee and CoChairs identify the theme and logo and we receive verification that the levels of financial sponsorship have not changed since 2003.

2. Kim has a handful of volunteers from the Assistance League meeting last Wednesday. Fauna Nord specifically requested to serve on the Entertainment Committee. Kim will contact Mark Rohde, Entertainment Chair.

3. Primary focus at this time will be to pin down the three subchairs for Volunteer Recruitment Committee. Kim and Matt identified prospects for the Business/Church, Retirement, and Schools Divisions of Volunteer Recruitment and divided up responsibility for filling those positions.

4. Brief job descriptions for the subchairs were agreed to as follows: a. Assist in providing power point presentations to various groups. b. Serve as key leadership in identifying and recruiting volunteers for the respective subdivisions. c. Communicate fully with the CoChairs of Vol. Rec. (VR) re: who has committed for which volunteer positions/shifts. d. Be fluent in the basic needs of each committee in the RAGBRAI effort in order to accurately represent the work the volunteers will be expected to perform.

5. Orientation to the VR Committee for the three subchairs was tentatively set at: 4/13/04 at noon or 4/19/04 @ 3 p.m. or 4/20/04 @ 11:30 a.m. Place to be determined.

6. Matt volunteered to set up the spread sheet. We agreed that in order to truly cover the needs of each committee, a shift will be defined as a 2-hour period. We need to know how many volunteers each committee will need per 2-hour shift on the day before, the day of, and the day after RAGBRAI in M-town. Matt communicated our need for information in this form to Mindy B. with a request that she forward the communication on to all Committee CoChairs.

7. Matt and Kim will meet again on March 31st at noon at the Caring Connection to i.d. our progress and plan for subchair orientations. KGS