



Guru Gobind Singh Children's Foundation

CHILDREN'S RUN ACROSS CANADA - UPDATE ON ASSIGNMENTS		
TASKS	What needs to be done and by when	Who is or will do this? and details.
1 Assignments	ALL DAY MEETING HELD MARCH 29, 2009	
Ground Rules	Background/update/confidential information/decision making	
1 Finances	Sponsorship - money collected	Harjot - reported \$65,000 collected
	Sponsorship - money we think we can collect	Harjot - another \$30,000 is in hand and with some smaller amounts maybe Gurdwaras and individuals we will end up at about \$110,000.
	Budget	Paramjit - showed estimate \$200,000 with motels. Can cut to \$150,000+ without motels but everyone thought we should leave these in. Will need to collect additional \$100,000 from donations. Problem of tax receipted amounts from sponsors as much of this was personal donations as economic situation means cooperations are not giving.
	Sponsorship deadline - flyers, banner, T-shirts	Agreed by end of this month and who ever missed a chance, too bad we will do the best we can to advertise them but need these people to make up mind fast.
	Donations - collected	Amanjit - \$13,046 to date
	Donations - pledged	Amanjit - \$1975 to date
	Expenses	Paramjit - \$3092 of which \$1975 is to GGSCF others was paid for by individuals, all to do with the checking route. Others things so far printing and T-shirts free so far.
2 Route	Rundown list of Police who had been contacted and is okay with run	Inderpal - some areas of concern identified below but most Police forces we have contacted.
	Go through route and areas not checked or where Police have concerns	Inderpal
	St. John's	Amanjit to update map to include hospital and famous landmark. Inderpal to send final to route to Police and get any insurance/permit need. Route not seen will be checked when we get down there.
	Ferry to/from NL	Amanjit - to check Ferry times and costs to outbound and coming back. Will let Mandeep know so that she can find motels.



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	Montreal	? - need someone to check route. Amanjit to route through streets past hospital and famous landmarks.
	Montreal to Ottawa	? - route not seen needs checking.
	Ottawa	Inderpal - do we want to do anything special at Parliament Hill since we get there on July 17th 10 years to the day of the first run. Will need to get permits and make contact.
	Toronto	Inderpal to get permit. Amanjit to change route to include hospital and City Hall/Queens Park. Need to identify safe areas for little kids to run where possible, maybe cover this downtown area on off-day.
	Northern Ontario - OPP	Amanjit has done maps. Paramjit to submit. Inderpal to chase up after sent to close out.
	Thunderbay	? Need to do route through Thunder Bay. Hardev knows some families. Need to identify landmark and incorporate Terry Fox memorial.
	Winnipeg	City route known, change to include hospital of possible other wise provincial buildings.
	TransCanada	Inderpal said she has contacted police and they are okay with the area in Manitoba and Saskatchewan.
	Regina	City route known.
	Calgary	Route through City needs work based on route in BC, check hospital and route there if possible.
	Local run in Calgary	Parminder - in contact with local youth group to try to get a local run organized maybe 5km. Need to see what they come up with and help where possible. Drive up to Edmonton or ask kids from there to come down to Clagary?
	Edmonton	See above. We will not be going to Edmonton
	Which Hwy Rockies BC - RCMP	Inderpal - to check and then to switch to southern route once decision is known. To let Amanjit and Mandeep know as routes need to be redone and motel bookings.
	Surrey	Amanjit - Local route to be via hospital. Inderpal check local police?
	Vancouver	Perpinder - will let us know the local city contacts to get permit and also police contacts.
	Stanley Park final run	Pepinder - Permit needed will be after 3pm on 30th August.



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	Permits	Inderpal - make a list and those that need insurance by end of April
	Insurance	Paramjit - to line up insurance and get certificates so that they can be submitted.
3 Accomodations	Motels List	Mandeep - Sophia/Amanjit
	Book Motels	Inderpal - to do first round and then train Mandeep/Sophia to do the rest. Should try to get this done as soon as possible to get best rates and try motel chains where possible to get best rates. Also need extended time so that kids can rest when not running.
	Gurdwara Program	? - need to inform all Gurdwaras, send flyers, posters and book program at each of the main cities below. Agreed we approach all.
	St. John's	
	Halifax	
	Montreal	
	Ottawa	
	Toronto	Sunny - to make a list for approaching over the summer during the run and coordinate with media group.
	Winnipeg	
	Regina	
	Calgary	
	Edmonton	
	Vancouver	
4 Transportation	Vehicles needed - small bus, 12/15 passanger van, RV, mini van	Paramjit
	Plan to get vehicles	Ajmer/Amrick - target by end of April
	Flag and stand	Ajmer
	Logos on vehicles	Ajmer - check what we said in sponsorship package and do that only. Maybe get magnetic signs?
	Flashing Light	Ajmer
	Caution Signs - slow down	Ajmer
	First Aid	Ajmer



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	Walki Takies	Balraj said he would look into what is available need 8.
5 Media	Punjabi Media contact	Taranpreet - keep updating list and names and who's helping
	English Media contact	Sandeep - keep updated list
	Grill our participants	Paramjit - at monthly meetings get them answer questions
	Media spokespersons	Taranpreet/Sandeep to work on getting some trained. Try to focus on those under 25 years old and who know about the foundation and are comfortable.
	Press Release	Sandeep - will do something for Basakhi and then for the actual run. Maybe a template and local adjustments to template as needed.
	Media mangement plan for summer	Taranpreet/Sandeep - get dates for radiothon/TV thons so that we can put on Poster.
6 Fund Raising	Nagar Kirtan Booth/Speaker/Announcement	Paramjit - has already asked OSGC. All felt we needed time to speak on stage as to what we are doing. We have a lot on at that weekend Food Bank, Booth, Buses etc. so need everyone to turn up.
	Radio-thons schedule for summer	Taranpreet/Sandeep - to schedule these
	Gurdwara schedule for summer	Sunny - to schedule these in Toronto and surrounding areas.
7 Advertising	Banners	Inderpal to do design and send to Taranpreet to get printed. First one no sponsors.
	Posters	? - need to get this going with all details and sponsors. Print for Basakhi if possible.
	Flyer	Taranpreet/Amanjit - draft reviewed to be sent to Taranpreet to make it look good. Print for Basakhi (Nagar Kirtan)
	Stickers	Inderpal/Harjot
	Buttons	Inderpal/Harjot
	Balloons	Inderpal/Harjot
8 Teams	Registration numbers	Amanjit - 35 runners and 19 volunteers. More planning to go but don't hand in any forms. Need this to plan who is going to be where.



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	East Team - drivers and participants	Mandeep/Inderpal
	Center Team - drivers and participants	Gagandeep/?
	West Team - drivers and participants	Harjot
	Base Team - drivers and participants	Sunny/Amritvir/Jasmin
	Schedule of Volunteers	Paramjit - showed list and how everyone was slotted. Will be changes still need more runners and some needed to get bus licence.
	Uniform - type, quantity, sponsorship logos	Ajmer/Harjot/Taranpreet - to resolve. Agreed on pants blue to be ordered. T-shirts/Golf-shirts being worked on will be yellow/gold issue of see-through/quality being resolved. Will get samples, rates and issue order. Sizes to be determined.
	Bags - size	Balraj - will check and get sample 90 needed.
	Kit list - Shoes, bottles etc.	Harjot - will get gatoraid bottles, list also to be done, 2 pairs of running shoes
	Practice Runs	Paramjit/Panveer/Avneet - need to keep these up regardless of weather. Need to increase frequency in May and then reduce in June. University kids have exams in April and Highschool in June. Mid-May have trails for running a km in 5 minutes.
	Practice Simulation Runs	Paramjit - plan for in May so that people get practice, need to find route local, need vehicles also. Strict policy on safety.
9 Other Matters	Famous people	Harjot - Gurjit has list, everyone to give names, invites to go out in May. Ask Fauja Singh for the finish in Vancouver.
	Sponsors	Need to acknowledge them, where ever possible.
	Politicians	Harjot - Sophia Sahota has sent list, needs to be contacted. All MPs to be invited of all parties. Mayors, MPPs etc we can see how many we can approach. Our limitations will be our own resources. To be done in May.