

## Minutes of Committee meeting - Thursday 6th February 2020

Present:

<b>Chair:</b> John Stephenson (JS)	<b>Treasurer:</b> Steve Knight (SK)	<b>Club Secretary:</b> Lucy Wasinski (LW)	<b>Ordinary Members:</b> Jeroen Peters (JP) Alison Holt (AH) Steve Page (SP) Paul Skuse (PS) Pete Wallroth (PW) Mandy Beames (MB)
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- 1) Apologies: None
- 2) Review of minutes and actions from AGM: Carry forward
- 3) Overview from previous committee members/role descriptions

Risk assessments for fell races queried at AGM. There are mandatory risk assessments for getting insurance for races, not practical to do it for general runs. Risk assessments are included in the race plan checklist for club races.

**Action: Include risk assessment on agenda for next meeting (LW)**

Previously no formal role descriptions but agreed will be useful for when handing over to newly elected committee members in the future, and ensuring no essential tasks are missed.

AH shared one she drafted for membership secretary.

**Action: Descriptions to be written for chair, treasurer and club secretary (JS, SK, LW)**

There is no formal deputy chair or vice chair. If the chair can't come on the night then the present committee members decide who will take on the role of chair. Suggested that a 4th officer role would be a vice chair. Agreed that this should be discussed as part of the constitution review.

**Action: Take forward with constitution review (PW)**

Club kit - LW to liaise with SK about payments for club kit. Discussed option of having club kit purchased via an online store.

**Action: Explore options for online kit (LW) and include on survey to members to establish sorts of kit members would like**

Membership stats and subs update - 204 fully paid up members, 37 outstanding (assuming all will be renewing) which is line with this time last year.

**Action: EA membership to be included on future agenda (LW)**

- 4) Finance update - SK to meet with Zoe Barton for handover. As per budget motion at AGM, will be agreeing guiding principles going forward. Outputs from survey will feed into budget planning based on what members want.
- 5) Priorities/planning for next 12 months

Constitution review (as per motion submitted by Greg Wasinski before AGM) - EA templates that can be used as a basis. Sub committee should be formed to take this forward. Matt Crompton expressed interest in being involved

**Action: PW to lead**

Club races - Herod Farm and Shelf Moor have race organisers. Potential for looking at taking over the Hadfield Dash

**Action: SP explore requirements for Hadfield Dash for 2020**

Communications (as per motion submitted by Lucy Wasinski before AGM) - currently have email addresses for majority of members (exc junior member). AH to update list of email addresses held. Whilst communications is being looked into, at a minimum going forward, essential and important club information should be shared on Facebook, the GDH weekly report, and via email to club members. Caity Rice expressed interest in being part of working group

**Action: LW and JP to set up working group for communications, and share opportunity with club**

Survey (as per motion submitted by Pete Tomlin (PT) before AGM) - include identifying type of running members like, interests as a runner, kit, coaching sessions.

Dan Ellingworth (DE) expressed interest in collating survey data

**Action: MB to speak to DE and PT re survey working group, and share opportunity with club**

Captains Currently Jude S and Paul S are only people who have given interest in being a captain, but this was when it was deemed to be a committee role. Opportunity to express interest in being a captain will be shared with all club via Facebook, weekly report, and email.

**Action: PW to take forward**

Coaching - JP having a meeting with people who expressed interest in helping out. 4 interested already have EA qualification. Charmayne currently assisting with club sessions, and committee agreed to fund her to do LiRF as a priority.

**Action: JP to communicate decision to Charmayne**

Insurance for club runs - JS to ask Chris Webb what cover is in place for XC sessions.

**Action: Include Insurance for social fell runs on future agenda (LW)**

Welfare Officer - EA requirement for the club to have one a minimum

**Action: Opportunity to be club welfare officer to be shared on FB, weekly report, email (JP/LW)**

Socials - **MB and SP** to take forward talking to Glossop Cricket club and Dinting Cricket club re socials.

6) **2020 meetings:** Doodle poll to arrange future meetings, next due March (**LW**)

7) AOB

- Member query about advertising business on Facebook club page. Unanimously agreed current policy stands and that Facebook club page should not be used for advertising own business where they stand to gain financially. Remains acceptable to post or highlight opportunities for members such as races or training courses. **LW to respond**
- Member emailed SK with suggestions for club: 1) Charity contributions from club, 2) Christmas do, 3) Coached sessions. Committee agreed points 2 and 3 were in progress, and point 1 would be discussed at future meeting. **SK to respond**
- Official opening of community running track (JP) - there will be an official opening of the track and agreed a Sunday would be most suitable day. Need to share details of the opening widely in Glossop. **AH** to discuss promoting on Glossop Parkrun page with core team
- Member query that club champs results are not up to date on website - **PS and SP** to ensure that results will be updated regularly on website