Bournville Harriers

Committee Meeting Minutes

12th October 2015

Meeting Chaired by: Oliver Kirkland

# Attendance

|  |  |  |
| --- | --- | --- |
| **Name** | **Role** | **Attended** |
| Oliver Kirkland [OK] | Club Chair | ✓ |
| Steve Doswell [SD] | Club Vice Chair | ✓ |
| Andy Hoole [AH] | Communications | ✓ |
| Andy Wheeler [AW] | Treasurer | ✓ |
| Dave Powner [DP] | Ordinary Member | ✓ |
| Emily Holden [EH] | Membership | 🗶 |
| Jude Glynn [JG] | Ladies Road Relays Team Manager | ✓ |
| Katie Thomas [KT] | Newcomers Coordinator | 🗶 |
| Laura Gale [LG] | Club Kit | ✓ |
| Linda Goulding [LG2] | Club Secretary | ✓ |
| Paul Thompson [PT] | Gents Cross-country Team Captain | ✓ |
| Stacey Marston [SM] | Social | ✓ |
| Stuart Pearson [SP] | Men’s Road Relays Team Manager | 🗶 |
| Suz West [SW] | Ladies Cross-country Team Captain | ✓ |
| Taz Yousaf [TY] | Ordinary Member | 🗶 |
| Tony Hall [TH] | Coaching Coordinator | ✓ |
|  | Events Coordinator |  |

# Apologies Received

Emily Holden

Katie Thomas

Taz Yousaf

# Agenda

1. Review of previous minutes & action points
2. Brief Leafy Debrief (SD)
3. Christmas Party (SM)
4. Knowledge / Data Bank (SM)
5. Coaching Update (TH)
6. December x/c (PT)
7. Ladies x/c AGM & Affiliation Fee
8. Pacers / Pacing (KT)
9. Kit Update (LG)
10. Dates AGM / Awards (LG)
11. Bham 10k Club Challenge
12. AOB

# Actions

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| --- | --- | --- |
| **Action** | **Owner** | **Review** |
| Purchase of BvH Banner | Steve Doswell | 9/11/15 |
| Contact Rowheath Management regarding indoor facilities for Yoga session | Emily Holden | 9/11/15 |
| AH to set on website ability to buy tickets for Christmas Party | Andy Hoole | 9/11/15 |
| Organise 5/12/15 x/c event | Paul Thompson | 9/11/15 |
| Pacers / Pacing | Katie Thomas | 9/11/15 |
| Dates AGM / Awards confirm with Rowheath Pav | Stacey  Marston | 9/11/15 |
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# Minutes (Key Points)

## Review of action points from last meeting

* Promotional Banner at Rowheath – SD has obtained quote, which was agreed by the committee. Action to purchase banner, subject to suitable space being agreed with Pavilion management – we have sample of banner, SD to get alter slightly and recruit with changes to log and colour
* Website amendments - done
* Indoor yoga sessions - action point open

# Bournville Leafy 10k

* SD has produced an excellent report about the event

Feedback extremely positive

* One complaint / comment on distance
* Stretched with number of helpers and marshals particularly on finishing line
* Committee thanks SD for the organisation of the event and all the volunteers on the day
* SD commented main event of the club, committee should take collective responsibility
* Course to be officially measured
* Impact on pavilion to be considered
* Whole club membership to be approached to assist in planning of the day

# Christmas Party

* Ticket price to be set at £10
* AH to set on website ability to buy tickets

# Knowledge / Data Bank

* SM - handover of roles between committee members can be onerous, committee members change every 2 years, and role is re-learnt by the new committee member
* Google drive will be used as a model for creating a bank of knowledge to pass on
* Method of holding logos, instructions details etc.
* Each committee member to complete as necessary

# Coaching update

* NS to join coaching team and do one to one consultations
* SW & TH have commenced CIRF – good course – heavy workload
* SW track sessions continue to attract BVH members next session 22 Oct

# December x/c 5th

* PT course map for event to be submitted & risk assessment
* PT to apply for the required permit
* Need to organise hire of portaloos
* Marshals will be required for the day
* SM suggest put on FB to get commitment from helpers and marshals

# Ladies x/c AGM & Affiliation Fee

* SW attended the EGM, affiliation fees have increased

# Pacers / Pacing

* Suggestion having more ‘formal’ agreed pacing groups starting in a set routine on Monday evenings
* Have tried rota previously lack of volunteers is an issue
* To be trial on a Monday evening
* KT to put together plan of how would work and what’s needed

# Kit Update

* New reflective long sleeve top available for £22
* Kit night on Monday 19th September
* Hi-Vis bibs out of stock, bibs will have hole on the back for light fittings
* Flashing arm bands available

# Dates AGM / Awards Night

* 21st March 2016 AGM
* 4th March 2016 Awards Nights
* 10th December 2016 Christmas do
* SM to confirm dates with Rowheath Pavilion

# Bham 10k Club Challenge

* A small number of members are interested in the event
* 2 people not located
* AW to complete form to claim £500

# AOB

* Info / updates re improvements or changes re facilities Rowheath facilities to be put on website
* Member of the month agreed for October
* SM - welcome on FB new members to liaise with EH win new members signing up
* Next Meeting Monday 9th November