Bournville Harriers

Committee Meeting Minutes

Monday 13th February 2017

Meeting Chaired by: Stacey Marston

# Attendance

|  |  |  |
| --- | --- | --- |
| **Name** | **Role** | **Attended** |
|  Stacey Marston (SM) | Club Chair | ✓ |
| Steve Doswell [SD] | Club Vice Chair | ✓ |
| Andy Hoole [AH] | Communications | ✓ |
| Andy Wheeler [AW] | Treasurer | ✓ |
| John Cheel (JC) | Ordinary Member | ✓ |
| Emily Holden [EH] | Membership | 🗶 |
| Jude Glynn [JG] | Women’s Road Relays Team Manager | ✓ |
| Katie Thomas [KT] | Newcomers Coordinator | 🗶 |
| Laura Gale [LG] | Club Kit | ✓ |
| Linda Goulding [LG2] | Club Secretary | ✓ |
| Mat Pollard (MP) | Men’s Cross-country Team Manager | ✓ |
| Taz Yousaf (TY) | Social | 🗶 |
| Oliver Kirkland (OK) | Men’s Road Relays Team Manager | ✓ |
| Rhian Littlewood (RL) | Women’s Cross-country Team Manager | 🗶 |
| Clare Mullin (CM) | Ordinary Member | ✓ |
| Tony Hall [TH] | Coaching Coordinator | 🗶 |
| Dave Powner (DP) | Events Coordinator | ✓ |

# Apologies Received

* Emily Holden
* Tony Hall
* Katie Thomas
* Taz Yousaf
* Rhian Littlewood

# Agenda

1. Review previous months’ minutes / action points
2. Awards Evening (SM)
3. AGM (LG)
4. Club Team Event Entries (MP)
5. AOB

# Actions

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| **Owner** | **Action** | **Complete / Review** |
| Stacey Marston | Progress twin Club Initiative. | 13/3/2016 |
| Steve Doswell | Obtain costs and other relevant information relating to possible donation of defibrillator to CHP. | 13/3/2016 |
| Dave Powner | Plan Running Event for Easter 2017. | 13/3/2016 |
| Clare Mullin | Obtain further information details re Lordswood School programme. | 13/3/2016 |
| Lin Goulding | Send out invitation to attend AGM to club members. | 13/3/2016 |
| Jude Glynn/Rhian Littlewood/Oliver Kirkland/Mat Pollard | Prepare information to be posted on the club website (as detailed below) | 13/3/2016 |
| All Committee | Obtain information / feedback on guide running for people with visual impairments, gauge interest from any club member willing to pursue this initiative. | 13/3/2016 |
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# Minutes (Key Points)

## Review of action points from last meeting

* Minutes from meeting on the Monday 9th January accepted as correct.
* Progress twin club initiative – possible dates have been exchanged - Newbridge AC may visit Bham over the weekend of the Bham 10K and take part in that event, SM in contact exchanging ideas about suitable meetings.
* SD to send out Survey Monkey in New Year with questions relating to Killer Mile, Leafy & and any other innovative issue club members would like to see introduced, this will be incorporated in the club membership development strategy – action point closed
* Develop Club Membership Strategy – this initiative will be taken up and progressed by the Membership Development Co-Ordinator.
* Consider donating a laptop to CHPR – SD discussed with CHPR, SD making enquiries relating to donating a defibrillator unit to CHP – costs are to be established and put to the committee for discussion.
* Plan running event for Easter 2017 – DP date agreed as Good Friday 14/4/17, arrangements in hand DP to prepare a proposal for the next Committee meeting.
* Publish details of shortlisted awards nominees – action point closed
* Send out voting forms for club members vote – action point closed
* Arrange for further information to be available re the Lordswood School programme for the Committee to consider – CM to contact the school and obtain further information.
* Arrange a coach for the cross-country event – the number of people interested in traveling to the event on the coach are not currently enough to justify cost, many people are using their own transport, MP promoting further however the coach may not be booked if not fully utilised.

# Membership Statistics

* EH confirmed that there are 180 paid up members, (175/169/163/156 previous months)

# Awards Evening

* Arrangements for the Awards Evening are well in hand.
* 48 tickets sold to date, there will be a cut-off date for purchase of tickets.
* Awards plaques etc., from last year have being returned to be update with the new recipient

# AGM

* Notice of AGM to be mailed to all members by end of February.
* The Committee approved changes to the role titles and role content of two current Committee roles, the changes to the role titles will be amended in the club constitution and will therefore be put to club members to ratify at the AGM.
* Notice of AGM to include a link to a constitution revisions log and an updated version of the constitution.
* Details of committee vacancies and any nominations;
	+ Vice Chairperson
	+ Club Secretary
	+ Treasurer (Nomination received)
	+ Membership Secretary
	+ Social Secretary
	+ Coaching Coordinator (Nomination received)
	+ Newcomers Coordinator
	+ Ordinary member
	+ Ordinary member
* All other Committee members are re-standing
* No further items were put forward by the Committee to be raised at the AGM

# Club Team Event Entries

* MP highlighted the issue relating to the cost to the club of wasted entry fees when club members sign up for events but then don’t attend, this is an issue when entry fees have been paid per person, and has amounted to £270 across 7 races. MP commented that club members need to be made more aware of the fees being paid by the club without being deterred from entering the events as part of the club team.
* SM suggested we have an information page / link on the website detailing the different league races and events, including details of fees paid by the club.
* Each Cross Country and Road Relay Team Manager to prepare information to be posted on the club website relating to the different league races and events, including how to sign up, FAQ’s and details of fees paid by the club.
* **AOB**
* LGale – next kit night – Monday 20th February.
* DP commented that Kings Heath Running Club may be hosting a cross country event in Cofton Park, BvH would be willing to be assist and advise as / if required. SD to liaise.
* CM advised that Clare and Alan Orr will be meeting next week to discuss the Mental Health initiative and strategy.
* SM advised that an enquiry had been received via KT, asking if the club offers sessions for people with visual impairments or if there are members who could be guide runners. Whilst the club doesn’t currently offer this it was agreed this is something to be considered, all Committee members to carry out fact finding and sound out other club members to see if anyone would be interested in pursuing this.
* Member of the month chosen.
* Date of next meeting – Monday 13th March 2017.