Bournville Harriers

Committee Meeting Minutes

13th July 2015

Meeting Chaired by: Oliver Kirkland

# Attendance

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| --- | --- | --- |
| **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

Laura Gale

# Agenda

1. Review of previous minutes & action points
2. Killer mile
3. Coaching
4. Leafy 10K
5. Equipment wish list
6. AOB

# Actions

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| --- | --- | --- |
| **Action** | **Owner** | **Review** |
| Compile plan of support required for 5/12/15 cross country league race | Oliver Kirkland | 10/8/15 |
| Membership subscriptions – Send Email to list of unpaid subscriptions | Emily Holden | 10/8/15 |
| Promotional banner at Rowheath | SD/ AW/ LG | 10/8/15 |
| Update flyer and leave at Parkrun | Oliver Kirkland / Steve Doswell | 10/8/15 |
| Leafy 10k – obtain licence for the event and promote on Run Britain website | Steve Doswell | 10/8/15 |
| TH to contact coaching team to establish interest in CIRF course | Tony Hall | 10/8/15 |
| SW to set up track session at Abbey Stadium | Suz Wes | 10/8/15 |
| Create wish list of equipment etc. and look into funding possibilities | Andy Wheeler | 10/8/15 |
| Book Rowheath for Christmas party | Stacey Marston | 10/8/15 |
| Promote details of members of the month on club website | Andy Hoole | 10/8/15 |
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# Minutes (Key Points)

## Review of action points from last meeting

* Plan of support required for cross country league race – Outstanding Action
* Compile list of outstanding membership subscriptions – list of memberships not renewed has been compiled, there are approx. 40 -50 outstanding EH to send e-mail to remind of benefits of club membership and request payment or establish why people may have left the club.
* Organise marshals for killer mile - in hand
* Organise spot prizes for killer mile - in hand
* Promote killer mile on website - done
* Advise Peacock Inn of the event- done
* Create Leafy 10k working group - SD has discussed details with John McKeon, we need to obtain a licence for the event and promote on Run Britain website .Race date Sunday 4th October.
* Display map of Monday runs on notice board - done, well received, OK thanked TH & DP
* Establish Teal Target Events / League – SM identified Teal Targets and have been events promoted on the club website.
* Look into BVH not featuring on EA website – EH has actioned now correct
* Promotional Banner at Rowheath – Rowheath have confirmed the club can display a banner, need to look into design, cost, and supplier.
* Updated flyer - outstanding action

# Killer mile

* Risk assessment – OK has prepared risk assessment for the event
* Killer mile to go ahead on Thursday 16th July
* A risk assessment has been carried out for the event identifying any potential hazards and therefore preventative measures
* The event will be well marshalled with qualified first aiders also present.

# Leafy 10k

* SD has discussed the details of the vent with John McKeon
* The most urgent action at this point is to obtain the licence for the event and set up on Run Britain website

# Coaching

* TH confirmed need to understand coaching requirements of the club – what we want to achieve – what we can currently provide and how to bridge the gap
* TH is gathering details of the current coaching team regarding levels of qualifications and experience, club has one level 2 coach
* Weekly sessions running reasonably smoothly, a variety of sessions, there is a need higher level coaching and coaching in improving running techniques
* Fortnightly grass sessions held by Dean and Cofton cross country training on Saturdays well received
* It would be ideal to develop a level 2 coach from within the club coaching team, the club would be willing to subsidies fees on the Coach In Running Fitness course (CIRF), which is the next step up from LIRF, TH to contact the coaching team to establish who may be interesting in being considered for this course
* SW introduced the possibility of a guest coach delivering track sessions for BVH, sessions would be every 6 weeks for the club at Abbey Stadium, there would be a small fee of £3 per member. SW/TH to look into this further to see if it can be set up, would be good for club to offer this track session
* DP asked if Yoga session would be held again, EH confirmed the session may be held again this summer, but impractical to hold session in the winter as no suitable indoor space available, EH asked for feedback on the session, was there enough running content, session very well received

# Wish list

* AW Gave Feedback from the Rowheath Sports user Group relating to the possibility of obtaining funding for Coaching or equipment that the club requires or desires, all ideas / items to be communicated to AW who will look into obtaining the items via this funding opportunity.

# AOB

* Member of the month agreed (Also agreed for the following month)
* AW has organised a cupboard for the club to use for storage in the new changing block
* The club may be able to have an outside container
* SM to book room at Rowheath for Christmas Party
* AH to put details of Members of the month on the club website
* Next Meeting Monday 10th August