Bournville Harriers

Committee Meeting Minutes

14th November 2016

Meeting Chaired by: Stacey Marston

# Attendance

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| --- | --- | --- |
| **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 Captain | ✓ |
| Taz Yousaf (TY) | Social | ✓ |
| Oliver Kirkland (OK) | Men’s Road Relays Team Manager | 🗶 |
| Rhian Littlewood (RL) | Women’s Cross-country Team Captain | ✓ |
| Clare Mullin (CM) | Ordinary Member | ✓ |
| Tony Hall [TH] | Coaching Coordinator | ✓ |
| Dave Powner (DP) | Events Coordinator | ✓ |

# Apologies Received

* Oliver Kirkland

# Agenda

1. Review previous months’ minutes / action points
2. Membership statistics (EH)
3. Christmas Party (TY)
4. Membership Renewal Process (EH)
5. Run and Talk Initiative (CM)
6. London Marathon Place Club Places & Brighton Marathon Club Places (LG)
7. England Athletics registration fee increase (LG)
8. AOB

# Actions

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| **Owner** | **Action** | **Complete / Review** |
| Steve Doswell | Co-ordinate volunteers for marshalling takeover at CHPR | 12/12/16 |
| Steve Doswell / Emily Holden | Continue to chase club members that have committed to renewing, remove non-renewing members from EA, LG to send updated list to EH | 12/12/16 |
| Stacey Marston | Progress twin Club Initiative | 12/12/16 |
| Steve Doswell | Seek feedback for low numbers at Killer Mile event | 12/12/16 |
| Stacey Marston | Develop Club Membership Strategy | 12/12/16 |
| Steve Doswell | Consider donating a Laptop to CHPR | 12/12/16 |
| Andy Hoole / Stacey Marston | Post details / instructions re draw for London and Brighton Marathon places on club website and FB. | 12/12/16 |
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# Minutes (Key Points)

## Review of action points from last meeting

* Minutes from meeting on the Monday 10th October 2016 accepted as correct.
* Arrange a date for marshalling takeover at CHPR – 24th December agreed, SD will co-ordinate Volunteers.
* Email club members who have not renewed – LG to redownload list of club members not renewed, to compare to original list, to be sent to EH.
* Progress twin club initiative – Newbridge AC have responded positively to the approach, SM to move the initiative forward.
* Feedback on reason for low numbers at killer mile – SD to send out survey monkey to assess reasons for low attendance – add questions about leafy 10K to seek feedback on both events, make survey lean towards planning for next year. Draft to be sent to SM & LG.
* Prepare profit and costs report on Leafy 10k - Income £2662, expenses £1604, profit £1057, an excellent result.
* Develop club membership strategy - action point still open.
* Confirm Christmas party details with RHP – action point closed.
* Book AGM and Awards Evenings with RHP – action point closed.
* Consider donating a laptop to CHPR – action point carried forward.
* First aid course for coaches – action point remains open.
* Add Strava routes to website – action point closed.

# Membership Statistics

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

# Christmas Party

* Confirmed as Friday 9th December.
* Band has been confirmed / booked.
* Food booked.
* Tickets to go on sale this week.
* Ticket price to be £12, including one child.

# Run & Talk Initiative

* CM has attended Mental Health First Aiders training and is a point of contact for the club.
* This is another great initiative for the Club to offer.
* Run and Talk events are held after CHPR, on the last Saturday of each month, and are offered to everyone to join in.

# Marathon Club Places

* 2 club places for the London Marathon, will go into a draw at the Christmas party.
* As above for 4 Brighton Marathon places.
* Details to be posted to the Club website and FB.
* Club members interested in going into the draw should email SM.

# Membership Renewal Process

* EH related that there was an issue with a Club member renewing and a suggestion that the renewal process didn’t work.
  + However, as the majority of Club members had renewed without experiencing any difficulties, it was deemed that this is a one of issue.
* SM suggested that next year, when memberships are due for renewal, we do a ‘hand holding’ night / event to assist Club Members with renewing.

# Fee Increase

* LG highlighted the impending EA Fee increase from April 2017.
  + It was agreed that this is covered in the increase in annual Club Membership cost that was applied in 2016.
* **AOB**
* LGale – next kit night Monday 21st November 2016.
* Member of the month chosen.
* Date of next meeting Monday 12th December 2016.