Bournville Harriers

**MINUTES OF WEBEX COMMITTEE MEETING**

**Held on Monday 11th May 2020**

Meeting chaired by Rhian Littlewood

Notes taken by Lin Goulding

Attendance

|  |  |  |
| --- | --- | --- |
| **Name** | **Role** |  |
| Rhian Littlewood (RL) | Club Chairperson | ✓ |
| Imogen Peck (IP) | Club Vice Chairperson | ✓ |
| Linda Goulding (LG) | Club Secretary | ✓ |
| Mike Woodall (MW) | Club Treasurer | ✓ |
| John Cheel (JC) | Membership Secretary | ✓ |
| Ian Forman (IF) | Ordinary Member | ✓ |
| Dave Powner (DP) | Ordinary Member | ✓ |
| Suz West (SW) | Head Coach | ✓ |
| Sue Ward (SW) | Race Events Co-ordinator | x |
| Charlie Hurd (CH) | Communications Officer | ✓ |
| Helen McGetterick (HM) | Team Manager Women’s Cross Country | ✓ |
| Ian Mackenzie (IM) | Team Manager Men’s Cross Country | ✓ |
| Xenofon V. Gogouvitis | Team Manager Men’s Road Relays | ✓ |
| Jude Glynn (JG) | Team Manager Women’s Road Relays | ✓ |
| Stewart Crowton (SC) | Membership Development Co-ordinator | ✓ |
| Claire Daniels (CD) | Kit Secretary | x |
| Kristy Mabbett (KM) | Social Secretary | ✓ |

**Apologies**

Claire Daniels

Sue Ward

**Agenda**

1. Review minutes and action points from March April 2020 meeting
2. England Athletics Update (if issued)
3. Membership Update (JC)
4. Virtual Challenges (IP)
5. Members Survey (SM)
6. AOB
7. Review minutes and action points from April 2020 meeting

Action Points

* **Links for new runners** – SWest confirmed the Beginners FB page had been update, there has not been much engagement at this time, 2 or 3 enquiries received.
* **Virtual Event** – see main agenda
* **Virtual Quiz** – KM is still looking into a suitable medium for an online quiz, possibilities are Google Forms and Zoom, HM will look into Zoom and pass details to KM.

KM advised that a photo competition will be the next theme

* **Mental Health Information** – has been ongoing with SWest & CM posting on FB, engagement was quiet at first but then well received, useful resources have been shared, this will be repeated every Tuesday.
* **Assistance Request Form** – RL confirmed a draft is in place ready to go on the website, this may not be widely used but a good thing to have.
* **Newbridge** – SM suggested the possibility of holding a Virtual event together with Newbridge.

1. England Athletics Update (if issued)

* No change to previous guidance issued by EA at the time of the meeting.

1. Membership Update (JC)

* We have 92 paid-up members.  Of these, 5 are lifetime members, and 5 joined before 1st April.  1 more is a new member who ran with us before lockdown and signed up after 1st April.

Last year we had 154 paid-up members in May

* It was agreed not to chase people to re-join the club currently, this will be reviewed when activity resumes or at 31/8 when athletes’ affiliations expire.

1. Virtual Challenges (IP)

* IP distributed a plan for the next virtual challenge in advance of the meeting, IP gave an overview of the proposed event, various details relating to the event were discussed and agreed.
* The event will be open to current club members and those who were affiliated as at 31/3/20.

1. Members Survey (SM)

* Membership survey will remain on the agenda as a carried forward item.
* RL – we will review the outputs and summary on lasts years survey for reference to establish if any further action or follow up is required.
* SM will send a link to the summary of the most recent survey.

1. AOB

* SWest confirmed that the club has been accepted onto the England Athletics Club run programme which offers practical coaching sessions and support to coaches and runners, this is currently virtual but will be good for the coaches and the club. RL will forward the relevant email to the committee.
* SWest confirmed that concerns relating to coaching and setting strength and conditioning sessions have been resolved and a rota is in place, we will repeat sessions that we are already using and share virtual sessions, HM commented that there are S & C classes available via UOB

DP commented that we should encourage coaches to take any S & C courses or workshops that EA offer.

* Do we want to share other virtual events such as those being held by BMAF & WRRL, a subgroup will have an offline discussion to consider this.

# Actions points

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Owner** | **Action** | **Complete / Review** |
| Zoom for virtual quiz  Virtual Quiz | HM  KM | Pass any relevant info to KM  Virtual quiz | 8/6/20  8/6/20 |
| Members Survey | SM | Share link to previous actions and outputs | 8/6/20 |
| Newbridge | SM | Liaise re a possible virtual event | 8/6/20 |
| Club run programme | RL | Forward email relating to this to committee | 8/6/20 |
|  |  |  |  |
| Members Survey |  | Review previous output | C/F |
| Run equal |  | Agree wording and information to be shared | C/F |
| Teal Targets |  | Agree targets and who will track results | C/F |

Next Meeting: Monday 9th June 2020