Bournville Harriers

**MINUTES OF ZOOM COMMITTEE MEETING**

**Held on Monday 14th September 2020**

Meeting chaired by Rhian Littlewood

Notes taken by Lin Goulding

Attendance

|  |  |  |
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| **Name** | **Role** |  |
|  Rhian Littlewood (RL) | Club Chairperson | ✓ |
| Imogen Peck (IP) | Club Vice Chairperson  | x |
| 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 | ✓ |
| Charlie Hurd (CH) | Communications Officer | x |
| 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**

Imogen Peck, Charlie Hurd, Claire Daniels

**Agenda**

1. Review minutes and action points from August 2020 meeting
2. Virtual Leafy 10k (RL)
3. Training bubbles (RL)
4. Local lockdown implications (RL)
5. Virtual events (RL)
6. Club discipline and appeals process (LG)
7. Club Membership update (JC)
8. Club finances update (MW)
9. AOB
10. Review minutes and action points from August 2020 meeting

Action Points

* **Follow up on transfers to BRAT** – RL is making contact to gain general feedback.
* **Renewals –** reminders in announcements and emails
* **External accountant –** now set up
* **Coaches meeting –** Some bubbles expanded, COVID plan sent out all members, a good response received to advert for new coaches
* **Virtual leafy –** on agenda
* **CLP –** details shared, 2 applications, application sent to EA
1. Virtual Leafy 10K
* The Subcommittee have met to arrange the Virtual Leafy event, suggesting running a virtual race open to club and non-club members, low cost entry just to cover medal and related costs, proposed 8-11 October this gives 4 days to complete the event, race license in hand, DP looking into entry system, CD risk assessment and safety guidance, CH promotion, 300 hundred medals ordered will be wooden medal in shape of leaf, entry fee will be £5, entrants will be discouraged from completing the actual leafy course in the pre-race briefing. The event will be promoted to other local running clubs. MW will sort Stripe which is required to process payments.
1. Training bubbles (RL)
* Suggestion is to trial using an app (TEAMO) to run coached sessions, the app will be used on a trial basis at the Saturday Cofton session, it is unclear if the app captures fit to take part information and the pre activity health questions required by EA to be COVID secure.
1. Local lockdown implications (RL)
* Club sessions are not affected by the local restrictions as we are operating within EA Covid secure guidelines.
1. Virtual events (RL)
* Current focus is on Leafy 10k, DP would like to test Opentrack if there are any virtual events that it could be used for a trial run or it will just be tested by committee members.
* Any ideas for other virtual events or ideas of incorporating something around the London marathon to RL.
1. Club discipline and appeals process
* As part of club governance and the development of welfare within the club we need a club discipline and appeals process, the committee agreed to adopt the EA process.
1. Club membership update (JC)
* 190 members in total, 7 new, same time last year 183 renewals, 28 new.
1. Club finances update (MW)
* Bank remains constant balance higher than last year, S West commented new coaches will be signing up for LIRF, details to be sent to MW.
1. AOB
* Member of month discussed and agreed.
* S West advised that Swifts are also holding a virtual event in September, Swifts are a great supporter of the Leafy, the event will be shared by SWest on FB
* DP received email from Bham xc league, IM has also received the mail.
* JC commented that some clubs have restarted there club runs. RL confirmed we are allowed to within the EA COVID guidelines but have decided not to restart club runs currently due to several issues relating to keeping everything COVID secure, this will remain under continual review.

# Actions points

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|  | **Owner** | **Action** | **Complete / Review** |
| Transfers to BRAT | RL | Send questionnaire to transferees | 12/10/20 |
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| Members Survey |  | Review previous output | C/Fwd. |
| Run equal |  | Agree wording and information to be shared  | C/Fwd. |
| Teal Targets |  | Agree targets and who will track results | C/Fwd. |

Next Meeting: Monday 12th October 2020