Bournville Harriers

**MINUTES OF ZOOM COMMITTEE MEETING**

**Held on Monday 14th December 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 | ✓ |
| 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 | ✓ |
| Helen McGetterick (HM) | Team Manager Women’s Cross Country | x |
| Ian Mackenzie (IM) | Team Manager Men’s Cross Country | x |
| 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**

Ian Mackenzie

Claire Daniels

Helen McGetterick

**Agenda**

1. Review minutes and action points from November 2020 meeting
2. Awards (RL)
3. Email forwarding (JC)
4. Website Hosting
5. Club Membership update (JC)
6. Club finances update (MW)
7. AOB
8. Review minutes and action points from November 2020 meeting

Action Points

* **Promote running buddy initiative**  – details shared on FB

1. Awards (RL)

* 2020 will not be a normal Not year for awards and we will not have the physical awards evening at Rowheath, still nice to have some of the usual annual awards for which the criteria can be met.
* The committee agreed to have a reduced number of the usual awards where the normal award criteria can be met, and any number of virtual awards for which one off trophies will be given.
* Nominees will be agreed at the January meeting as usual.
* A loose plan would be for the awards winners to be announced virtually, if we are able to hold the Tour of Bournville race event in the summer, we will combine a presentation of the awards and celebrating the 20th year of the club with the vent.

1. Email forwarding (JC)

* There has been an issue with spam emails being received to the generic email accounts on the club website, JC advised that the best way to avoid spam is to set contact forms instead of publishing email addresses, this requires a free WordPress plug-in, forms can be set up by nature of enquiry so mails can be forwarded to the relevant contact.
* JC will also look at updating the software on the website as required to reduce vulnerability, and apply more secure passwords to Fasthosts and the bvhclub info gmail account and google and utube.

1. Website Hosting should we try on the leafy site and see if that works DP will look at DP

* The club is paying an additional monthly amount to Fasthosts as we are using an unsupported version of php on the Leafy and amin sites, during the meeting DP updated the Leafy10k.com site which seems to have worked, DP will look at updating bournvilleharriers.org when more time is available

1. Club membership update (JC)

* 1 new member 1 renewing member, 200 fully paid up members.

1. Club finances update (MW)

* Paid the rent £1200, bank balance remains at approx. £12k, we should end the year with a surplus of approx. £1200

1. AOB

* RL thanked KM and the team for the great Christmas quiz that club members are enjoying.
* Teal Targets, send any suggestions to IP for Teal Targets (virtual or actual) in new year, club members have expressed interest in entering virtual events that they are aware other club members have also entered.
* SWard confirmed that 2 extra Leafy10k medals arrived and have been posted out
* SWest commented that the first virtual club run session was held on Saturday, we need to decide what topics we would like to cover in the second session to be held in January, RL will mention in announcements. The coach’s session will cover 5K training and injuries.
* Some observations have been made relating to members traveling to race events in other tiers, as a club we are only responsible for members actions during sessions organised by the club, could any further information or links be shared however travel between tiers is covered by Government guidelines. LG will update CD.

# Actions points

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| --- | --- | --- | --- |
|  | **Owner** | **Action** | **Complete / Review** |
| Virtual Awards | All | Suggestions for virtual categories | 11/01/21 |
| Email forwarding |  | Setup contact forms | 11/01/21 |
| Software & passwords |  | Update website software and passwords as required | 11/01/21 |
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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 11th January 2021