

Bournville Harriers

MINUTES OF CLUB COMMITTEE MEETING

Held via Zoom on Monday 12th July 2021.

Meeting chaired by Rhian Littlewood.

Minutes taken by Steve Doswell.

Attendance:

Name	Role	
Rhian Littlewood (RL)	Club Chairperson	✓
Imogen Peck (IP)	Club Vice Chairperson	✓
Steve Doswell (SD)	Club Secretary	✓
Mike Woodall (MW)	Club Treasurer	✓
John Cheel (JC)	Membership Secretary	✓
Alice Smyth (AS)	Ordinary Member	-
Sara Hewison (SH)	Ordinary Member	✓
David Mountford (DM)	Head Coach	✓
<i>Vacant</i>	Race Events Co-ordinator	-
Dave Powner (DP)	Communications Officer	✓
Helen McGettrick (HM)	Team Manager Women's Cross Country	✓
Sam Weaver (SW)	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	✓
Charlie Hurd (CH)	Social Secretary	✓

Apologies

Alice Smyth

Agenda

1. Review minutes and action points from June 2021 meeting (RL/SD)
2. Lifting of pandemic restrictions, what this means for BvH (inc. Monday runs, future committee meetings and promotional opportunities arising from this re-set (RL/CD/IP)
3. New club training programme (DM)
4. Anniversary Event (CH/SH)
5. Race Events (Coordination, Killer Mile, BvH Tour, Leafy 10K (RL/All)
6. Membership (JC)
7. AOB

1. Review minutes and action points from June 2021 meeting

Minutes from the June meeting were approved.

SWOT review: SD will resume this review at a later date to be agreed. **Action: SD.**

Beginners/Transition programme: After careful consideration, taking account of timescales, limited number of weeks with good light in the evenings, other demands that will be placed on the coaching team and the need to devote energy and attention generally to remaining priority activities, the Committee agreed unanimously that the club would not offer a beginners programme this year. The club would explain its decisions through normal channels. **Action: Review communication/reactions. August.**

Race Events Coordination: With no obvious candidate available, DP/SC/SW confirmed their willingness to contribute to a race events sub-group to coordinate the workload of organising the Leafy 10K and other races. The Leafy 10K is the club's flagship event and is a shared committee responsibility. All committee members are therefore asked to provide as much personal support as they can. The date for this year's Leafy 10K is Sunday 26/9. With national health restrictions about to be lifted, event planning and coordination needs to begin immediately and publicity to attract entries to follow very soon. **Action: Sub-group to follow-up immediately. Review August.**

Tour of Bournville: The Tour week is scheduled for 9/8-13/8. With the well-being of participants the first consideration, the Committee needs to see a detailed set-up plan including marshalling, signage and safety provision, as well as an indication of likely numbers of runners, before finally committing to stage the Tour this year. As time is short, it may be practical to hold a shorter Tour with fewer events. DP would poll members to gauge interest, then CH would contact Sue Ward to explore this and update the Committee, which will need to decide whether or not to proceed with the Tour. **Action: Decision by 21 July latest.**

Killer Mile: SD confirmed that the Peacock manager was happy to host BvH for the Killer Mile once again and would also provide meal vouchers as prizes. However, the Committee decided that the event should be deferred until an August date (and possibly linked with the Bournville Tour). SD would advise the Peacock [13/7 update: Peacock happy, subject to agreement on new date]. **Action: Date decision by 21 July latest.**

20th Anniversary Event: Event confirmed for Friday 10th September. CH exploring catering options and will book a DJ. With Covid rates increasing, some BvH members may be concerned about attending a purely indoor event. CH will check options to extend the event onto the outdoor terrace. The previously-agreed £2000 event budget was confirmed, with a target attendance of 90 people and a £10 ticket price to part-cover catering costs. Event promotion will now be stepped up. **Action: Review August.**

Member Survey: Not discussed. C/F to August meeting. **Action: Review August.**

Teal Targets: JC/JG will research suitable races and present Teal Targets plan for this year.

Action: Review August.

MOTM Reminder: Nominations to RL.

Risk/Endurance training sessions: Not discussed. C/F to August meeting. **Action: Review**

Wellness Coordinator: Not discussed. C/F to August meeting. **Action: Review**

2. Lifting of pandemic restrictions, what this means for BvH (inc. Monday runs, future committee meetings and promotional opportunities arising from this re-set (RL/CD/IP)

- **Monday club runs**: The Covid-compliant Monday sessions had gone well, with a 7pm start proving to be much more popular than 7.30pm. With national restrictions ending on 19th July, the club would return to the traditional Monday run format, with announcements at 7.20pm for a 7.30pm start (any change will require a poll of members). However, the continuing Covid transmission risk would be managed by holding announcements on the field by the pavilion and not in the changing block. JC kindly offered to continue to select the weekly routes for the time being.
- **Kit night** would also return from 2nd August. CD would organise.
- **Committee and coaching meetings** would also be held face-to-face. SD will check availability of the pavilion's large upstairs room and its use until 10pm.
- **Resumption of payments to RHP**: With the club resuming full use of RHP facilities, BvH will need to begin payments to RHP again. SD would check requirements.
- **Promotional opportunities**: the re-start presents an opportunity to promote BvH within the local area and to attract new members. DP/RL/IP/SD would agree a publicity plan – SD will set up a call.
- **Actions: All effective from 19th July. Review outcomes at August meeting.**

3. New club training programme (DM)

Further to discussions in May and June, DM had circulated further documents setting out the full programme. The wider coaching team were now working out the finer details for implementation. The Committee was enthusiastic about the programme, thanked DM for the thought and attention that had been devoted to this, and gave it their full support. Test sessions would be held on 29/7 and 3/8, and the programme would run from w/c 16/8.

Action: Review August.

4. Anniversary Event

See above 1. Actions from last meeting

5. Race Events

See above 1. Actions from last meeting Membership

6. Membership

JC has sent renewal reminder letters. There have been 141 sign-ups to date.

7. AOB

Birmingham 10K free entries: places will be allocated via a free draw to be announced this week. RL will include in announcements on 19/7.

Action points:

	Owner	Action	Complete / Review
SWOT review	SD	Set up separate 'next steps' discussion.	9/8/21
Return to regular club sessions	DP	Publicise return of regular Monday sessions from 19/7/21.	16/7/21
Beginners/transitions on programme	All	Review members' response to decision to cancel	9/8/21
Race Events Coordination	RL/DP/SC/SW/	Coordination sub-group to assess current plan/preparations for leafy 10K and advise Committee	30/7/21
Bournville Tour	DP/CH	Check plans with Sue Ward. Explore feasibility of reducing scale of Tour and linking with Killer Mile. Poll members to gauge interest. Then decide on go-ahead	23/7/21
Killer Mile	SD	Liaise with Peacock about potential new August date.	23/7/21
20 th anniversary event	CH/DP	Step up promotion. Check with RHP about extending onto pavilion terrace. Book catering/DJ.	9/8/21
Member Survey	SD	Propose plan: what action to be taken and who by.	9/8/21
Teal Targets	JC/JD	Agree targets and who will track results	9/8/21
MotM	All	Nominations to Rhian	9/8/21
Risk/Endurance training sessions	DP	Publicise on BvH Facebook page	9/8/21
Wellness Coordinator		Need a male candidate.	9/8/21
Committee/coaching meetings	SD	Check availability of RHP large upstairs room	16/7/21
Payments to RHP	SD	Check requirements with RHP	16/7/21
Promote BvH in local area to	DP/RL/IP/SD	Discuss publicity plan	9/8/21

attract new members			
Health & Safety documents	SD/CD?	Check to ensure club up-to-date	9/8/21

Next Meeting: Monday 9th August 2021