

Bournville Harriers

MINUTES OF CLUB COMMITTEE MEETING

Held via Zoom on Monday 13th September 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

Imogen Peck Alice Smyth Sara Hewison
Helen McGettrick Claire Daniels Charlie Hurd

Agenda

1. Welcome/Apologies/Approve minutes from August 2021 meeting (RL/SD) – 1min
2. Race Events: Leafy 10K planning (Sub-group/All) 15mins
3. Cross Country – team registration and calendar (HM/SW) – 5 mins
4. Road Relays – 25 Sep event (JG/XG) – 5 mins
5. Anniversary Event - feedback (sub-group/ALL) – 2mins
6. New club training programme update (DM) – 2mins
7. Promoting BvH (RL/SD): proposed date for Woodgate Valley parkrun takeover – 2mins
8. Membership update (JC) – 2mins
9. Finance update (MW) – 2mins
10. AOB (All) – 5mins

1. Minutes from the July meeting: Approved. Apologies listed above.
2. Race Events Coordination: Leafy 10K planning: The Leafy 10K sub-group's preparations are progressing for the race on Sunday 26/9. Full licence now in place. Registrations: 251 (49 remaining). We will not be running cake/refreshments stall but will ask if RHP would like to offer this (**ACTION: SD**). Agreed to post a Facebook ad – cost equivalent to one race place (**DP**). Water has been ordered, to be picked up (SC). SH/SC will visit the Cadbury's shop to buy items for the goody bags. We will not leaflet local houses along the route this year, given pressure on time and a perceived limited value from doing so. More volunteers are needed (27 so far, 40 marshal points to cover. The whole committee was asked to approach contacts to recruit more volunteers (**ALL**).
3. Cross Country – team registration and calendar: SW/HM have prepared an event calendar for the coming season list and have studied the competition rules in detail. Numbers this year will include timing chips. Greater onus will be placed on team captains regarding entries. SW/HM will poll members shortly to seek expressions of interest (**SW/HM**). Coaches will be asked to promote/encourage participation in CC to their groups (**DM**).
4. Road Relays: JG/XG have submitted team entries for forthcoming RR competitions. Cost is £55 per team. Men currently have 32 names for 5 teams of 6 (2 reserves). Team line-ups will be finalised nearer the date. (**JG/XG**).
5. 20th Anniversary Event - feedback: Very positive. Well-organised, enjoyable event. Good atmosphere. Committee recorded its thanks to Charlie Hurd for managing the organisation and to those who supported her on the day.
6. New club training programme - update: Programme now operational. Try-out sessions for the fast-pace groups and the first mixed-pace sessions had been held. However, the timing of sessions may need to be tweaked to achieve a good balance of numbers in all groups. One pace-group coach has withdrawn. SW offered to switch from Cofton coaching to fill the gap.
7. Promoting BvH – proposed BvH Woodgate Valley parkrun take-over: SD had pitched this to Stacey and Jo, who gratefully accepted. From a range of dates, 2 October was preferred. Although just after the Leafy 10K and on the same weekend as the London Marathon, there was confidence that we could muster the minimum 20 volunteers required to support the event. SD offered to coordinate this and liaise with the Woodgate Valley team (**SD**).
8. Membership update: JC confirmed that paid-up membership now stood at 176. All reminders had now been sent out. The number of new runners on the club run was noted and we would continue to encourage those trying us out to become members.
9. Finance update: MW confirmed that the bank balance currently stood at just over £20,000, although some bills were expected. We were not paying rent to RHP yet. SD would discuss the basis and timing of payments and services provided in return with Catherine White (**SD**). MW would keep a record of revenue from non-members who registered for the Leafy 10K for tax disclosure.
10. Any Other Business: Teal Targets: JC/JG had discussed this and proposed that the Teal Targets should resume for 2022. Agreed. BvH promotion: The Committee welcomed DP's proposal to deliver an informal Wednesday lunchtime training session. MotM: Nominations to Rhian. Outstanding actions: SD confirmed that most items on the action list had been completed. Any still outstanding would be flagged (**SD. See also Appendix**).

Provisional date of next meeting: Mon 11 Oct.

APPENDIX: Previous outstanding actions and current position

Topic	Owner	Action	Current position
SWOT review	SD	Set up separate 'next steps' discussion.	We are addressing the key insight (loss of pace runners) via the new training programme. Let's revisit the SWOT once we have fresh insights from the member survey.
Return to regular club sessions	DP	Publicise return of regular Monday sessions from 19/7/21.	COMPLETE
Beginners/transition programme	All	Review members' response to decision to cancel	No discernible feedback. Treat as COMPLETE.
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	COMPLETE
Member Survey	SD	Propose plan: what action to be taken and who by.	OUTSTANDING. Agenda item for Oct 2021.
Teal Targets	JC/JG	Agree targets and who will track results	See Sep 2021 Minutes.
Risk/Endurance training sessions	DP	Publicise on BvH Facebook page	DP to advise.
Wellness Coordinator		Need a male candidate.	OUTSTANDING. SD will check role requirements.
Committee/coaching meetings	SD	Check availability of RHP large upstairs room	Original action COMPLETE. Both rooms bookable, subject to availability.
Payments to RHP	SD	Check requirements with RHP	Original action COMPLETE. New action in Sep 2021 Minutes.
Promote BvH in local area to attract new members	DP/RL/IP/SD	Discuss publicity plan	COMPLETE. Now standing agenda item.