

Running Forever Running Club Committee Meeting

Date: 6th September 2017

Venue: Ring of Bells

Chair: Peter Hall

Present: Peter Hall, Eliza Brodie, Ben Timpson, Nic Saint, Linda Forsyth, Iain Elliott, Bev Collins, Dave Marshall

1. Apologies:

Mike Nicholls, Mary Rousseau, Scott Weetch

Peter noted that since the last meeting Malcolm had decided to step down from the committee. The committee thanked Malcolm for his efforts in organising the groups.

2. Actions from last meeting (5th July):

- Peter had submitted forms to HSBC to change signatories but letters from the bank had gone to Sandra's old address and not been forwarded. New forms were now required – **Action ongoing Peter**
- Lifetime members on website – **Action ongoing Peter**
- Humdinger website – a replacement website has been constructed using wordpress and the old one closed down but the domain name has been retained.
- Peter has collected the race signs from Phil and detached them from the stakes.
- Christmas party – Eliza has booked the cricket club and all members have been emailed. Eliza will check when the numbers need to be confirmed and deposit paid – **Action ongoing Eliza**
- Peter provided Ben with a list of members with EA qualifications. Ben will contact them individually to find out if they are interested in being more active for the club – **Action ongoing Ben**
- Ben had offered LiRF courses to all group leaders, deputies and committee members and the offer had been taken up by Sarah Capstick and Dave Marshall.
- Iain will add kit stock value of £608.51 to the accounts
- Potential one-off items such as first aid training, EA training, equipment could be made with surplus funds, all agreed to consider ideas – **Action ongoing All**
- Peter had received no further feedback on the club mission, so would consider writing a mission statement – **Action ongoing Peter**
- Ideas for PR included encouraging members to wear club kit to occasional parkruns or Wednesday evening runs. Nic agreed to produce a plan for consideration – **Action ongoing Nic**
- Linda was congratulated on her weekly journalism and reported that the Gazette was including a piece about RFRC every week
- Iain and Bev agreed to identify and promote races or relay races in 2018 with team prizes which we could encourage members to sign up for – **Action ongoing Iain/Bev**
- Bev had given feedback to Scott on risk assessments and all were happy with the documents
- Scott had written a paragraph on his nomination for the GH award and Peter would chase Malcolm for his – **Action ongoing Peter**
- Eliza agreed to continue booking the Ring of Bells for meetings

- Nic had received nominations for a first aid course but needed to find a venue and dates
– **Action ongoing Nic**

3. Groups coordination

A discussion was held on the necessity for a committee role to coordinate the Wednesday groups, considering the difficulties Malcolm had experienced. It was agreed that the committee and group leaders should be jointly responsible for the successful operation of the groups and a dedicated role should not be necessary. Nic agreed to keep a watching brief over groups 6-9 as they may require more support, particularly if their regular leaders are not present. Groups 1-5 should be able to take responsibility for themselves.

However Bev reported that group 3 had run with group 4 that evening, as their leaders were both missing. This had increased the group size to 26. It was agreed that group leaders should feel empowered to turn away other groups if it means the size will be over 15. Peter will issue new guidance to leaders – **Action Peter**

All committee members should be able to welcome new members and ensure they are placed with the right group. Everyone should therefore familiarise themselves with the pace bands – **Action All**

4. Coaching and track

Ben reported that he had not received a consistent view from our coaches on the way forward with track. A view was expressed that we should book it anyway but there was a concern about financial exposure. Ben agreed to check with 1610 what the minimum commitment was and how they needed to be paid. A decision could then be made as to whether to re-start Monday sessions – **Action Ben**

Ben had drafted a survey to ascertain the interest in types and times of coaching. He would pass this to Peter who would email the membership – **Action Ben/Peter**

5. Club kit

Linda reported that she had sourced XS and XL Ladies vests from Ron Hill. She was not happy with Jua's performance and recommended we just use them for hoodies for the time being.

A discussion followed on the new T shirt design which everyone was happy with. Linda will now obtain quotes and samples from potential suppliers (who should also be able to supply vests) – **Action Linda**

Peter would ask Mary to try and find out from EA if there is any problem changing our design – **Action Mary**

6. Website updating

Nic had so far failed to meet with Ben to take on this job due to other pressures, but would organise this asap. Peter would forward the immediate requirements he had identified – **Action Nic/Ben**

7. Herepath Race Update

Peter reported that all licences had been received and there were 106 entrants so far. He expected the race to fill up before the closing date. It was suggested that volunteers needed to be recruited before people committed themselves on the date and an email would therefore be sent out asap – **Action Peter**

Linda agreed to write a publicity piece for the Gazette – **Action Linda**

8. George Hudson award nominations

There were no nominations this month. It was agreed that ex-committee members were eligible but only after 12 months had elapsed from their leaving date.

9. AOB

- Dave Marshall has pdf editing software and agreed to take on any editing jobs.
- No-one on the committee has access to the club dropbox apart from Peter. Investigation needed – **Action Peter**
- Peter reported that EA had agreed for Val Perigo to become Mental Health Ambassador for the club. He needs to meet with Val to discuss next steps – **Action Peter**
- EA will let us know how many London marathon places we have in the Autumn. A ballot can then be organised.
- It was agreed that non-members need to be encouraged to join the club by group leaders.
- It was agreed that second claim members would not be eligible for the club championship next year as they would be running races under another club's colours.
- It was suggested a club outing to an event be organised next year, investigation needed – **Action Bev**
- Peter confirmed that race directors reported to the committee and that he would ask Sandra for Humdinger progress reports before each meeting – **Action Peter**

Next Meeting

1st November 2017.

Mary to produce agenda. **Eliza** to book room and collect food orders.