

RFRC Committee Meeting

MINUTES

Date: 1st November 8pm

Venue: Ring of Bells

Chair: Peter Hall

Present: Eliza Brodie, Iain Elliott, Ben Timpson, Lynda Forsyth, Nic Saint, Mary Rousseau, Bev Collins, Peter Hall, Dave Marshall, Scott Weetch

In attendance: Rob Murr

1. Apologies

Apologies received from Mike Nicholls

2. Review actions from last meeting (6th Sept)

- HSBC signatories changed. Mary not had any request for ID – **Iain to check with HSBC**
- Lifetime members on website – **Action ongoing Peter**
- 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 – **Completed**
- 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 – **Completed, coaching FB group set up**
- 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**
- 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 – **Started, ongoing through the year**
- Nic had received nominations for a first aid course but needed to find a venue and dates – **Action ongoing Nic. Check Staplegrove Village Hall and SCIL as possible venues**
- Peter would ask Mary to try and find out from EA if there is any problem changing our design – **Action ongoing Mary**
- No-one on the committee has access to the club dropbox apart from Peter. Investigation needed – **Completed**
- It was suggested a club outing to an event be organised next year, investigation needed – **Action Bev ongoing**

3. Groups coordination – Group 7

Discussion around Group 7. Eliza is leading the group while Mary is out of action, but is finding it difficult as not many people are joining. Agreed it isn't a problem with leadership, as a leader is present each week. Agreed to keep offering Group 7. Peter to talk to Brian and Sarah (Groups 6 and 8) re their group pace and any members who could move to Group 7. Mary to post a reminder on the members' Facebook page about Group 7 and its pace band.

4. Coaching and track
Ben circulated summary of track survey. Ben to upload to Facebook Coaching group for comments. Formalise arrangements at January's meeting and feedback to members.
5. Treasurer's report
Iain circulated Treasurer's report. Uploaded to FB Committee page. Iain reported that he will be stepping down in January as he is moving to Scotland. Peter to advertise post on members' FB page.
6. Club kit
Agreed to pay for flags Linda had previously had printed.
Linda circulated samples from Scimitar. Quality was noted to be better than current T shirts. Price is reasonable, especially if ordered in bulk. Buffs were considered, but it was agreed that £5.00 per buff was too expensive. Mary to check with EA re change of design. Committee to consider amount of subsidy for T shirts at next meeting. Linda to check costs for reflective vests for race marshalls and group leaders.
7. Herepath Half race update
Peter reported that the event had been successful and there had been good feedback from runners. The committee recorded their thanks to Peter for his hard work as race director, and to all the volunteers and marshalls. It was agreed to donate £200 to the Children's Hospice.
8. Humdinger update
Sandra's report has been uploaded to Committee FB page. Discussed need to see a rationale for the proposed price increase. Agreed committee need to see a budget for the race and the break even pace. Concerned that Sandra is using her own email for communication when there is a RFRC webmail available. Discussed whether a member of the Committee should be on the Humdinger committee. Peter to ask Sandra if she needs any help. Ben to circulate instructions for using webmail.
9. Website updates
Discussion around website. Ben and Nic reported that it is difficult to make changes due to the way the website is coded. Ben working on a new design, but this is a longer term project. All members to go on website and discuss any suggestions for improvements.
10. Christmas party
Eliza reported that 54 people have purchased tickets. Mary to cross check bank records from Iain against list from Eliza. Eliza will hand out tickets at next week's meeting.
11. 2018 club charity

Agreed to nominate Stand Against Violence as the club charity for 2018. Scott to act as liaison with 2017 and 2018 charity, invite representatives to AGM.
Eliza to organise Christmas run. Not possible to collect for charity en route due to lack of license, but can collect donations from members beforehand.

12. George Hudson award nominations

Brian Brown and Chris Brown nominated, Iain to put together supporting statement.
Simon Denson nominated, Peter to put together supporting statement.

13. AOB

London Marathon – should get email mid November confirming number of places.
Peter to write and circulate rules to members.

Discussion around membership – numbers are staying stagnant. How can we assess if publicity is having an effect?

Linda to talk to Val re the Mental Health Ambassador role, put something in the Gazette.

All members to go on external RFRC FB page and 'like' it, ask friends to do the same.

14. Date of next meeting

Next meeting 10th Jan – Ring of Bells. Consider any other suitable venues.

Action	By whom	Timescale
HSBC signatories changed. Mary not had any request for ID	Iain	ASAP
Lifetime members on website	Peter	Ongoing
Write mission statement	Peter	Ongoing
Plan of ideas for PR.	Nic	Ongoing
Identify and promote races or relay races in 2018 with team prizes which we could encourage members to sign up for	Iain & Bev	Ongoing
Source venue and date for first aid course	Nic	Next meeting
Check with EA if there is any problem changing our T shirt design	Mary	Next meeting
Investigate club outing for next year	Bev	After Christmas
Talk to Brian and Sarah (Groups 6 and 8) re their group pace and any members who could move to Group 7.	Peter	ASAP
Post a reminder on the members' FB page about Group 7	Mary	ASAP
Advertise Treasurer's post on FB	Peter	Next meeting
Talk to Sandra re possible Committee help with Humdinger	Peter	Next meeting
Circulate instructions for webmail	Ben	Next meeting
Supporting statement for Brian and Chris Brown GH award	Iain	Next meeting
Supporting statement for Simon Denison GH award	Peter	Next meeting
Source costs for reflective vests for race marshalls and group leaders	Linda	Next meeting
Speak to Val re Mental Health Ambassador role, write something for Gazette	Linda	Next meeting

Speedwork survey results to be posted in coaching FB group for comment, then feedback to members	Ben	Next meeting
Clarify insurance cover for members with EA	Mary	Next meeting
Investigate alternative venue for meetings	All	Next meeting
Add EA Affiliated club logo to website	Ben	Next meeting