

RFRC Committee Meeting

Wednesday 2nd May 2018

The Cosy Club

Present: Nic Saint, Scott Weetch, Peter Hall, Linda Forsyth, Ben Timpson, Dave Marshall, Kate McKenzie, Eliza Brodie, Michelle Hensman, May Rousseau

1. Apologies

Apologies were received from Mike Nicholls.

Bev Collins has stepped down. The committee thanked Bev for her service.

It was agreed to co-opt Kate McKenzie to the committee.

2. Review actions from last meeting (7th March)

Action	By whom	Comments
Lifetime members on website	Peter	Ongoing
Source venue and date for first aid course.	Nic	Michelle to investigate
Circulate instructions for webmail	Ben	Ongoing
Speedwork survey results to be posted in coaching FB group for comment, then feedback to members	Ben	Ongoing
Book track for 3 month period	Ben	Review
Get quote for new design vests	Dave	Wait until feedback on new T-shirts - Sept
Give access to Humdinger page to committee members	Peter	Done
Liaise re wording on membership form. Nominate a Data Controller	Mary, Peter	Need to check wording on website
Supporting statement for Ali Bisat for GH Award	Dave	Done
Convert current handbook to editable file	Mary	Draft being prepared
Message to Beginners' Group re joining club	Peter	Done
Consider dates for next Beginners' Group	All	Consider Sept
Ask Sandra to keep record of track attendees	Peter	Done
Set up online banking	Michelle	See note under Item 10
Publicise dates for members to collect new T shirts	Linda	Done
Club Championship on Facebook page	Ben	Done

3. AGM Feedback

Feedback positive. Members enjoyed the quiz and preferred the new venue. Charity presentation appreciated – agreed it was good to have it at the beginning of the meeting.

4. Club captain role

Scott outlined plan to have ambassadors for different distances and abilities. Scott to identify possible candidates who can then publicise relevant races. Scott and Ben to coordinate promotion of races and Somerset Series.

5. Confirmation of committee roles

Roles were confirmed as follows:

Chair/Membership Secretary	Peter
Vice-Chair/Club Captain/Welfare Officer - Secretary	Scott
Treasurer	Mary
Coaching coordinator/Club championship Kit/Journalist - Social	Michelle
Website	Ben
	Linda
	Eliza
	Nic

6. Discussion on objectives for 2018/19

Summer social/Xmas party. Eliza to book Cricket Club for 8th December Xmas party. Consider BBQ at Great Wood for summer social.

Linda to organise quiz in September, Staplegrove Hall – funds to Stand Against Violence.

Linda to keep publicity going – very positive feedback from everyone so far.

Ben – revamp website, look at different coaching options, possibly extra session.

Dave – club handbook and vest. The committee agreed members should be made aware that Dave had designed the new T shirt.

Kate to take over RFRC twitter account

Michelle to work on budget and finance projections.

Nic do more work on website, modernise it.

7. Humdinger report

Sandra's report was discussed. Agreed there should be more committee involvement and oversight of the race, as the risk lies with RFRC. Mary to invite Sandra to next committee meeting to discuss her plans.

8. T shirt pricing

Cost to club £15.60 per teacher. Agreed to continue to subsidise – price to members of website will be £12. Linda to order another 60 T shirts.

Vest price to be reduced to £12 from 01/06/18.

9. Clubmark

Standards more relevant to athletic club. Propose to drop majority but use templates for risk assessment for specific events. Scott/Peter to look at code of conduct for new members.

10. Internet banking

It was resolved that the Treasurer can have Business Internet Banking Service as the primary user and will have access to accounts online and be able to make payments solely. Details of payments made to be reported to the committee at each meeting.

11. Website

Ben and Nic showed new draft website. Ben to circulate link. No additional cost to initial set up. May be cost associated with new hosting solution if we decide to go with that. More mobile friendly. Easier to update. Mary to check GDPR compliance.

12. AOB

George Hudson Award: Claire Allison (Linda), Yvonne Loat (Eliza)

Ben – would like to start coaching session but work commitments make it difficult currently. Monday sessions currently going very well – average 20 members. Better atmosphere, caters to all speeds. Sandra considering 1-2-1 coaching with some members. No EA affiliation, but not necessarily an issue.

Trail running proposal – poll has gone up in Facebook group but no response as yet.

13. Date of next meeting

Next meeting 4th July 2018 – venue?

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Lifetime members on website	Peter	Ongoing
Source venue and date for first aid course.	Michelle	Next meeting
Circulate instructions for webmail	Ben	Ongoing
Speedwork survey results to be posted in coaching FB group for comment, then feedback to members	Ben	Ongoing
Book track for 3 month period	Ben	Review
Get quote for new design vests	Dave	Wait until feedback on new T-shirts - Sept
Liaise re wording on membership form. Nominate a Data Controller	Mary, Peter	Need to check wording on website
Convert current handbook to editable file	Mary	Draft being prepared
Consider dates for next Beginners' Group	All	Consider Sept
Set up online banking	Michelle	See note under Item 10
Book venue for Xmas party 8 th December	Eliza	Next meeting
Publicise summer social plans to members	Eliza	Next meeting
Invite Sandra to next meeting	Mary	Next meeting
Reduce vest price to £12 on website from 01/06/18	Linda	Next meeting
Code of conduct for new members	Peter/Scott	Next meeting
Circulate link to draft website	Ben	Next meeting
Check new website for GDPR compliance	Mary	Next meeting
George Hudson award statements	Linda/Eliza	Next meeting