



## RECORD OF DECISIONS - BELVOIR TRIATHLON CLUB COMMITTEE MEETING – 1 SEPTEMBER 2015

Present	Blake Hutchinson Karl Hunt Louise Cann Mark Wilson Steve Squires Martin Jolly Ove Andresen Sophie Hunt Neil Baldwin	Chairman Treasurer/Comms Officer Welfare Officer Events Coord Clothing Coord/GO-Tri Coord Funding Training Coord Membership Secretary Secretary
Apologies	Neal Burnham	Social

### ITEM 1 – CHAIRMANS OPENING ADDRESS

1. The Chairman welcomed the committee members and received confirmation that the previous RoDs were a true and accurate record of events.

### ITEM 2 – MEMBERS OPEN SESSION

2. There were no matters raised at the session.

### ITEM 3 – MATTERS ARISING FROM LAST MEETING

2. The Club Constitution was discussed at Item 6. All
3. Run Analysis would be completed using treadmills and video cameras as it was felt that the quality of the recordings made previously was not suitable for accurate feedback to athletes. A date would be agreed by the coaches to complete the session during the winter training period. **ONGOING** All coaches
4. Triathlon England supply shirts deemed suitable for issue to the Club coaches. 10 shirts would be obtained from Triathlon England and issued to the 8 coaches holding 2 for future issue. Sizes would be obtained from all coaches prior to order and the feasibility of having the Club logo added investigated. **ONGOING** Steve Squires
5. Club nominations for the Lincolnshire Sports Awards 2015 were required to be submitted on line by 7 September 2015. **ONGOING** Steve Squires
6. GOTri Event 4 was discussed at Item 5.
7. The Clubs participation at the National Club Relays was deemed a

success and would be pursued in 2016. **CLOSED**

8. The Business Case for a Sportivate Grant would not be pursued further however the encouraging a broader spread of membership would be pursued in the future. **CLOSED**

10. The Annual Prize Giving was confirmed for 9 October 2015 at The Gregory, Grantham. Awards would be made in the following categories:

1. Men's and Ladies Sprint Champion – winners at Grantham Triathlon 2015.

2. Athlete of the Year – selected by the Chairman from a short list submitted by the Committee.

3. Clubperson of the Year – selected by the Committee.

4. Most Improved Athlete – selected by the Club Coaches.

5. Chairman's Award.

Blake Hutchinson

All committee  
members  
All coaches

Blake Hutchinson

11. The Annual General Meeting (AGM) was discussed at Item 8.

#### **ITEM 4 – TREASURERS REPORT**

Karl Hunt

12. Club funds have a healthy balance of £4163.86 with current creditors owed as follows

Meres £828 due now

Swim Caps £159 due now

Raceskin ~£1500 due when order placed

Coaches £810 payable before end of year

which leaves a working balance of roughly £866 for the remainder of 2015. We do not expect any other major bills this year other than facility bills which are covered by coached session payments. Considering that we will have paid for 5 Level 1 coach awards and 3 Level 2 coach awards and part payment towards a further 3 Level 1 coach awards and another L2 coach award, the accounts are looking very healthy. It is expected that any surplus at the end of the year will be used to improve the club for the benefit of all members.

#### **ITEM 5 – GO TRI EVENT 4**

13. A total of 5 entries had been received however more were expected as the event date drew nearer. Enough volunteers from the Club were available and the event would not include the proposed team format previously discussed. A final push for entries would be placed on social media and by email.

Steve Squires

Karl Hunt

#### **ITEM 6 – CLUB CONSTITUTION AND MEMBERSHIP**

14. The Chairman would complete the review of the Club Constitution and distribute to all Committee members prior to the Annual General Meeting. In light of previous events careful scrutiny of the Clubs membership policy would be carried out to ensure it was robust enough.

Blake Hutchinson  
All committee  
members

#### **ITEM 7 – WINTER TRAINING PROGRAMME**

15. A review of the training programme was to be completed by all coaches and made available to all members once finalised. Feedback from members had highlighted a desire for core strength and conditioning to be included in addition to the previous turbo sessions and monthly track sessions. OW swimming would cease however no change would be made to the 2 swim sessions held at the Meres.	All coaches
16. The Meres would be approached regarding the utilisation of the new cycle studio following a refurbishment of the facilities at the centre.	Karl Hunt
<b>ITEM 8 – ANNUAL GENERAL MEETING</b>	
17. The AGM will be held at 1930hrs on 5 October 2015 at The Eden House Hotel, Grantham. All Club Members would be encouraged to attend using social media. The Chairman would confirm the arrangements with the venue. An agenda for the AGM would be produced to ensure that it was correctly facilitated. All Committee Members with the exception of the Chairman would formally resign and all posts would be up for re-election at that point. It was agreed that the current Funding Member post would be disestablished due to the lack of a formal requirement and that the Communications Officer post should be sub-divided into 2 distinct roles.	All Club members Karl Hunt Blake Hutchinson Neil Baldwin
18. The following posts will become vacant at the next meeting and will require volunteers to fill them:	All Club members
<ul style="list-style-type: none"> <li>a. Secretary</li> <li>b. Treasurer</li> <li>c. 2 x Communications Officers (Social Media and Press)</li> <li>d. Membership Secretary</li> </ul>	
19. A short description of the Roles and Responsibilities was to be completed by all Committee Members and forwarded to the Chairman by 8 September 2015. Job descriptions for the latter 2 posts were to be made available.	All committee members
<b>ITEM 9 – COACHING BURSARIES</b>	
20. As part of the “This Girl Can” campaign the Club had been offered the opportunity for female members aged 18 – 25 to obtain coaching bursaries. Lack of responses from the target age group relaxed the age restrictions and 2 members had applied for the bursaries.	
<b>ITEM 10 – ANY OTHER BUSINESS</b>	
21. Clothing Supplier. Repeated issues with quality and the restrictions placed regarding minimum order quantities highlight the inflexibility of the current supplier. Alternative suppliers offering a more user friendly order system without the current restrictions had been approached with samples of quality and design provided for examination. Feedback would be provided once the discussions were completed.	Steve Squires Karl Hunt
<b>ITEM 11 – ARRANGEMENTS FOR NEXT MEETING</b>	
22. The next meeting will be the Club Annual General Meeting which will be	

held at 1930 hrs, Monday 5 October 2015 at The Eden House Hotel, Grantham.

Neil Baldwin  
Secretary