



BELVOIR TRIATHLON CLUB - COMMITTEE MEETING
9th November 2015 - 7.30pm @ Great Gonerby Social Club

AGENDA

PRESENT:

Blake Hutchinson	BH	Chairman
Mark Wilson	MW	Events Co-Ordinator
Steve Squires	SS	Clothing Co-Ordinator and GO Tri Co-Ordinator
Ove Andresen	OA	Training Co-Ordinator
Neal Burnham	NB	Social Co-Ordinator
Louise Payne	LP	Treasurer
Catherine Davies	CD	Social Media Officer
Natalie Eastaugh	NE	Secretary and Press Officer

APOLOGIES:

Alistair Knott	AK	Communications Officer
Louise Cann	LC	Welfare Officer

CHAIRMAN'S OPENING ADDRESS

The Chairman welcomed all members present at the meeting, with special mention to the new committee members.

REVIEW ACCURACY AND ACCEPTANCE OF PREVIOUS MINUTES

The minutes of the previous meeting held on 1 September 2015 were read, approved and accepted as a true record.

Action

MATTERS ARISING FROM PREVIOUS MEETING

1. Club constitution

It was discussed that new members will have to confirm they abide by constitution by reading and agreeing to the club constitution. Will be tidied up so the whole club have read and agreed by end of year.

2. Run Analysis

Completed. Future analysis to be done on a treadmill – coaches to raise at Coaches Meeting next week and feedback to committee at next meeting.

All Coaches

3. Triathlon England

SS needs a list from OA regards who all the coaches are so the correct number, size and sex of T-Shirts are ordered. BH suggested a T-Shirt to try on for size before ordering – Karl Hunt has one available. CD suggested including the Belvoir emblem but SS said depends on the fabric. SS has a contact where this can be embroidered onto shirts.

OA / SS

4. Club Nomination

SS submitted the write up but felt not enough information was included. SS received an email saying that no successful candidates this year – SS will be contacting them regards what details do we need to hand in so we can submit a more detailed report back next time.

SS

5. Feedback

Generally the club awards night was a success. SS said some people were complaining about service of food and a table plan would help facilitate this next year. Christmas booking were discussed to plan early and agreed Friday nights were best.

6. Treasurers Report – nothing outstanding. No action points.

7. GO Tri event – no action point and done.

8. Club Constitution – completed

9. Review Training Programme

Winter training programme has been decided, no action points outstanding.

10. AGM – done including all posts and descriptions.

11. AOB – clothing supplier – done

PROGRESS ON HANDOVER OF DUTIES

LP – all clear and good handover with Karl Hunt. Will still be going back to Karl as there are a few unclear points but mostly picked up and continued the process and duties of Treasurer. Bank signatories were an issue as the Secretary needs to sign and a resolution is required too. BH will supply a letter to LP for the bank. LP and NE to sort signatory with bank together.

LP

BH
LP / NE

SS - Kit payment – going to be a few differences due to different prices and changes of orders from members. Some refunds due and a few need to pay in. We need to contact everyone to let them know who owes and who is due a refund. LP and SS to get together to arrange. SS checks all payment emails in but LP needs to arrange refunds. No profit to be made on new kit. Members will pay direct to Saddledrunk in the future.

LP / SS

CD Happy with hand over but felt there has been an overlap of duties and increase in workload that wasn't mentioned initially. CD felt confused as to who contacts new members first. AK should be doing proper and initial response to new members but BH feels contact response should be done quickly. Meeting decided the full proper response should come from AK but quick 'hello' response from CD as she picks them up quickly.

CD / AK

NE – Comfortable with the two roles.

SS, NB, OA, MW all in same roles

CLUB CLOTHING / KIT UPDATE

SS reported the order has gone in for new kit with Saddledrunk. Stefano has put the sketch images on the Saddledrunk website and the more we order, the more product and sketches will go up on the site. Stefano 'models' them as they are ordered and produced.

Raceskin needs to be removed from the website. NE to email Karl regarding club kit and Raceskin that needs to change to Saddledrunk and to also include their size chart. Do away with 'club kit' and simply have 'club shop'.

NE

Any new requests will be mocked up for approval on the link on the website.

CONSTITUTION / MEMBERSHIP RENEWAL

Constitution completed and submitted – BH has looked at ‘Membership Profile’- some questions from application form are on the profile. OA asked where private information is kept – Karl Hunt has responded that all information is secure (see email to AK).

Membership renewal is due at end of December. CD – anyone joining now is covered to end of next year and cut off is end of September. BH do we offer a half year membership to make it fair? General agreement to keep the membership arrangement as is. BH – spoke about the PDF of members received from AK – errors need correcting eg. ‘singles’ – what are they? BH – leave for now but we need to ensure when members renew it is a proper reflection of who is signed up for what.

AK

TREASURERS UPDATE

LP – Just over £1000 in the bank and PayPal accounts. No big concerns but needs clarity on the coaches payments ie. Payments in and refunds due post six month work. OA to discuss outstanding payments at coaches meeting. Bursary payment from ‘thisgirlcan’ which is 50% and CD to pay into the account and then CD to be refunded at six months.

OA /LP

CD / LP

SS – issue with returning of kit for GO Tri – SS to pass cash and slips to LP as SS to be refunded.

SS / LP

BH enquired how the income from members for sessions is received into the accounts. LP - checks the orders and payments coming in through BACS and keeps track of when members’ sessions run low and she contacts individuals to let them know they need to purchase another set. Coaches can carry their sessions over if they are coaching on activity days.

A member has asked whether they could book a block of sessions and have it spread over eg. Five Mondays and five Saturdays. Committee feel we are at a comfortable stage where we can have ‘tokens’. LP - easiest is to purchase voucher/token type sessions. BH – do we scrap Saturday and Monday split but use over either day? LP – if 10 sessions are booked and split over two days it makes the admin complicated. However, Coaches can facilitate the admin process by making sure that numbers swimming in the lanes are correctly reflected on the register so LP has an accurate record for updating her spread sheet.

All Coaches

Karl possibly working on an app to facilitate the register.

CD - if we open the option to book a set of 10 sessions that can be used across either of the swim days may increase members to come along too.

BH – rebadge the Saturday swim to ‘technique’ and not ‘beginner’. Email Monday morning to members and promote as ‘technique’ to increase numbers. Potentially leave as moment – till meeting with Karl next week regards the app.

BH

WINTER TRAINING PLANS

OA – plan is complete but not sure what is happening regards to the core and strengthening sessions.

CD – enquired whether we can we do an evening session at the Meres? BH – suggested speaking to the Meres before the coaches meeting where there are potential slots open. OA to email the Meres.

BH / CD /
OA

BH – noted that same members turn up for same sessions due to commitments – OA responded we don't have enough coaches to increase any sessions on different days. OA suggested doing a survey at renewal time to find out who attends what and why not if they can't make a certain day?

Training Plan:

Monday – swim – speed work

Tuesday – possibly core and strengthening

Wednesday – turbo

Thursday – run

Saturday – swim – technique work

Sunday – Social bike ride

TARGET EVENTS PROGRAMME 2016

The meeting addressed whether we stay with the GO Tri format or branch out into bigger events. BH suggested a target event every few months eg. Grantham Triathlon, Stathern Duathlon, OSB Club Relays, Southwell Triathlon, Woodall Spa Triathlon, Belvoir Series etc. so as to encourage a good turnout at events and especially to interest new members. MW suggested local sportives too.

Committee suggested the following local events: Stathern Duathlon, OSB Club Relays, Grantham Triathlon, Nottingham Speedo Big Swim (or alternative), Rutland water Swim, Rotary swim fundraisers at meres, half ironman (?) and ironman (?) distances, Viking Challenge, Belvoir Series, Equinox, sportives eg. Arrow, Trent Valley Series. Hone by next meeting.

MW

OA suggested a club mountain bike challenge and a duathlon hosted on their property - after middle March 2016.

OA

SOCIAL EVENTS PROGRAMME 2016

BH suggested using his place in France during early summer 2016 for a week of triathlon activity/training – family welcome. Lake is within a mile of cottage and 1500 acres of forest for mountain bike rides and running. Between May and June would be ideal. The property sleeps eight and tents etc. can be accommodated. Flights are reasonable too.

BH

NB commented nothing set in the diary for social events and welcomed suggestions:

- End of season awards – possibly Eden for next year.
- BH every two or three months meet in town for a meal or BBQ in summer.
- Family orientated socials eg. Ride round Rutland Water and a picnic after.
- Cycle round Sherwood pines.

NB

GO TRI 2016 – UPDATE

Update by SS. During 2015 season the participants grew from 68 grew to 121 by end of year, giving 397 opportunities. This format will be changing next year to include waves for under 14 year olds and furthermore we can organise as many GO Tri events as we like and not commit to four as in the past.

SS – We need to decide what type of format for 2016: duathlon, aquathlon, triathlon, cross-country runs. BH asked whether there is a specific activity that is lacking in this type of event and in this area that we can develop.

SS suggested Stoke Rotchford – smaller pool and bike and run circuit which is ideal for GO Tri. BH - plan and develop an annual event to make money for the club eg. Clumberthorpe Hall and Lakes. Identify a place that does not cost too much to set up but start under the GO Tri banner. More people required on marketing. SS to sound out Stoke Rocheford. OA to also look at hosting on his property.

SS

OA

100th MEMBER AND GAINING NEW MEMBERS (CD)

CD - What are we going to do to celebrate 100th member? Party or celebration? Committee agreed a free T-Shirt and swim cap for the 100th member including photo with the Chairman and press release in the Grantham Journal.

BH / NE /
CD

CE - How are we going to move forward by raising profile and gaining more members? BH suggested more social media and press exposure. We need to distribute a flyer and distribute at park run. SS to arrange the flyer with Wayne. Core message is getting prospects from the couch to a sprint triathlon – set up a program to help people to complete the Grantham Triathlon.

BH / SS

CD to put out a reminder on social media regards Park Run – members to please come in Belvoir club kit.

CD

BH - put our club tent up and Barry at the park run. MW - more potential to volunteer and host a park run event. CD – suggested Gordon from the running club is contacted before flyers are put out. General is flyers are not allowed on cars.

CD

Send out a press release, spreading word of mouth and wearing club clothing to help gain exposure and identity in pool and park runs.

All

Proper Belvoir coach clothing, running tops and swimwear discussed.

MEMBER OF THE MONTH (CD)

Committee suggested that each month a random member is picked and profiled and can be called 'Monthly Spotlight', 'Monthly Profile' etc. This can be placed in the local press too. BH and CD to meet and create.

BH / CD

DISCLAIMER FOR S&C (CD)

BH clarified it is against the law to forfeit liability. If someone is liable for your injury you cannot disclaim someone's liability – won't stand in law. MW alternative is to do a course for strength and conditioning – can do three sets for £300 which will cover the insurance issue. CD – discussed the different levels. BH - defer to the coaches meeting.

All Coaches

BELVOIR BLOG FOR RACE REPORTS AND NEWS ITEMS (NE)

NE to contact Karl Hunt regards setting up a blog attached to website. MW happy to work on a new website for the club. The public Facebook account needs to have some updates. Club rides and some journal links. Gallery to be updated too.

NE
MW
CD

NE and CD to go through twitter account.

NE / CD

ENGLAND ATHLETICS AFFILIATION (BH)

BH discussed the benefits of England Athletics Affiliation – details of which can be read on their website: <http://www.englandathletics.org/athletics-clubs/club-affiliation/benefits-of-affiliation>.

All

Our club could become more attractive as a club with the affiliation attached. MW - has a potential to entice runners. CD looks more professional. BH - £100 per year for the club. We are affiliated to the British Triathlon. Committee to look on website and decide next meeting.

All

ANY OTHER BUSINESS

MW – Expand on the current calendar usage. Put other events on the calendar and not just training eg. Local events for the year, AGM, committee meetings, social events. MW happy to input events on calendar.

MW

CD creating an event for the drinks evening on Facebook.

CD

NEXT MEETING

As everyone present was happy with the committee meetings being held at the Gonerby Social Club, it was agreed to host them at this establishment.

Monday, 11 January 2016 at 19h30