**Committee Meeting**



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| **MINUTES**  **Date: September 6th October 2015**  **ILTSC** | | |
| **Present** : Martin Archer, Rachel Carter, Neil Chapman, Hilda Coulsey, Jane McCarthy, Val Kerr, Shirley Wood. | | |
| **Apologies:**  Petra Bijsterveld, Dan Wilkinson | | |
| Item |  | Action |
| 1 | **Minutes of Meeting** 1st September:Agreed. |  |
| 2 | **Matters Arising**   1. Club Kit. Val has emailed D&R re continuing with the red long sleeved top. An issue may be the uncertainty over demand, D&R not wanting to keep too much stock. Val will chase. 2. Gazette Reports have been taken over by Alison Weston with her first report appearing in the Gazette 1st October. Thank you to Alison. The Gazette has suggested an end of year round up of stunning performances to promote the runners and the club. Agreement to proceed - HC to confirm with Alison. 3. New contract with ILTSC signed as previously discussed and is in place from 1st October 2015. 4. Steve Coy was investigating further which tent to propose. HC to contact him. | **VK**  **HC**  **HC** |
| 3 | **Running the Club**  Welcome to new Committee members; Petra Bijsterveldt and Jane McCarthy and agreement to invite Helen and Dick Waddington (‘job share’) and David Chandler to join the Committee.  i. **Harrier of the Month and Volunteer of the Month**. Nominations as follows  **HoM**:   * Norman Bush and Geoff Howard for performances in the World Masters Mountain Champs * Tom Adams for England at World Mountain Champs * Dick Waddington for Berlin marathon * Helen and Dick Waddington for Berlin * Jane McCarthy for Bradford 10K PB   **VoM:**   * Paul Stephens and Jane Bryant for their services as committee officers * David Chandler for organising the navigation courses * Helen and Dick Waddington for organising the Incline * Jane Bryant for the Chair role * Gaenor and Steve Coy for the Aquathon * Jane McCarthy for organising the relays   The HoM was Dick Waddington, and VoM Jane Bryant and Paul Stephens.  ii. **Vacant Chair and Deputy positions.** Agreement to rotate the chair at the committee meetings and to cover the roles between the committee members for now.    iii**. Membership renewal process.** The forms are now available for distribution and various of us have taken some for local areas and posting. Potentially, in the future, distribution could take place at the same time as the October newsletter.  iv**. EA fees pending issue.** The proposal is to pay the EA fees for new joiners when they join, prior to the mass renewal for members in April. The numbers involved will be discussed with the committee then.  v. **Tuesday evening training format.** Petra has proposed to encourage others to provide the welcome, news review and set off of the groups. It was discussed that a strict rota system might not be the best option but to ask those regular attendees to participate. HC to discuss further with PB.  vi. **Awards do.** Thanks to Jacqui Weston for previous organisation. The committee would like to find a format to encourage many more to come along. It was proposed that ideas for food, entertainment, venue, cost, date etc should be discussed at the next meeting after Jane and Dan pooled their thoughts.  vii. **London Marathon places.** We have been allocated 4 places which will be available in early November. Neil will ask for members who failed in the ballot and (if oversubscribed) didn’t get a IH place last year and bring the names to the next meeting for a draw. | **HC**    **HC**  **RC**  **HC**  **JMcC/**  **DW**  **NC** |
| 4. | **Developing the Club**   1. **BRSC Development Plans**. A meeting with the Football club was attended by Paul Stephens and Shirley Wood. Issues regarding legal and liability set up, funding (capital and ongoing maintenance) and management arrangements were discussed. IGS should potentially take a strong position - Shirley will follow up with IGS to get their views. It was proposed that a) Paul S continues to be involved until a way forward emerges, b) a meeting is set up with EA to define the support they can offer and c) a sub committee is formed to take the discussions forward. Shirley will arrange the EA meeting and attendees will include Shirley, Jane McC, Paul S and Hilda. 2. **Club development plan and Clubmark.** Shirley and Paul Wood previously completed the Clubmark process and this is due for renewal. To help this process and, in any case important for the senior club, the IH development plan should be updated. To aid and initiate this process Shirley provided a template for us to fill out, bring to the next meeting and to discuss the first 2 items there; People and Activities, the other 3 to be discussed at the following meeting. | **SW**  **All** |
| 5 | **AOB**  i **Christmas Relays and Quiz.** We would like to continue with these but with Helen Horton moving this may not be so practical. Val to talk to Helen, Neil to talk to Bernie, Hilda to book the bar for 22nd Dec and Val to organise the quiz.  ii **Bank Mandate.** Martin to add Hilda Coulsey and remove Jane B and Paul S. | **VK**  **NC**  **HC**  **MA** |
|  | **Date of next meeting – Tuesday November 3rd 8.20pm ILTSC**  *Note the earlier time to allow first discussion on development plan* |  |