**AGM 21st September 2021**

**Draft Minutes**

**1. Introduction**

Welcome from Steve Coy, Chair, on behalf of the Committee. The meeting was attended remotely by all via the Zoom meetings platform starting at 8:30pm.

**2. Apologies**

Shirley Wood, Dave Robson, David Foyston

**3. Minutes of last AGM 22nd September 2020**

Last years AGM minutes were agreed and accepted.

Proposer: Paul Stephens Seconded: Jane Bryant

**4. Matters Arising**

New Fluro long sleeve tops now available in yellow, orange and green in Ilkley Harriers logos from Dobson and Robinson to be safe and seen in winter months.

**5. Annual Report** Steve Coy

Report circulated pre meeting and covered the key points around impact of constraints of Covid, membership numbers have remained stable and the club has managed to continue running due to the diligence of the run leaders and attendees who were thanked by Steve. The recognitions responses were noted as a substitute to the annual awards. We are planning to move back to ILTSC to use that as the base again in due course.

Proposer: Hilda Coulsey Seconded: Jane McCarthy

**Junior Report** Steve Coy for Shirley Wood

Referred attendees to Shirley’s report and questions to be directed to Shirley. Some activities have been run and coaching education continued in the junior section to bolster the coaching rota.

Finances wise, Juniors did not ask for any membership or session fees for the 20/21 year due to the uncertainty of the situation so there’s no income (something that we are repeating for 21/22). The bulk of the £4,739.24 expenditure was for venue hire (£3132); coach/leader education (£965); EA membership fees (£285); volunteer/junior thankyou gifts (£214). We still have a very healthy bank balance. I would like to thank Helen Brooks for independently examining our accounts this year. Shirley can be contacted directly shirley@ilkleyharriers.org.uk

Proposer: Rob Budding Seconded: Gaenor Coy

These reports were accepted with the proposers and seconders as detailed

**6. Treasurer’s Report** Martin Archer

Martin thanked Gavin Lamb for auditing the accounts. Due to covid this has been a quiet year with less activities and therefore income and costs. This has resulted in the club generation a surplus of £1,892 this year (compared to a surplus of £2,409 last year). The club's total reserves are £17,483 (compared to £15,589 last year), which are significantly higher than the usual one year expenditure safety net (c£10k).

The proposal was made to manage a deficit in the year to reduce the overall surplus, starting with the continued discount of £5 with the membership fees. Steve noted that the SignUp systems costs have now stopped as we are using a free version since the 2021 restrictions and halt of activities.

It was also asked about the website expenditure and whether the pace of change was hampered by the club not paying enough. Steve responded that up front payments have been suggested and offered but not accepted and we will continue to work collaboratively with the website team, Sam Wood.

The report was accepted.

Proposer: Vince Gibbons Seconded: Jonathan Turner

 **7. Membership fees** Martin Archer

The committee proposed to provide a discount of £5 per person, for the second year running recognising this exceptional year where members have not had the full benefit of our activities (albeit due to Covid, an event out of our control) and that this is a valid partial use of surpluses.

The proposal to reduce fees by £5 per member, so that single member fee is £29, joint at £50 with student remaining at £15 for 2020/2021, was accepted.

Jeff Green suggested the committee discuss the best use of the additional surplus with various activities such as (as suggested by Vince Gibbons) subsidising the planned new Pete Shields memorial event when it is arranged. It was agreed the membership fees suggestion was approved and other club funds uses be discussed at the next committee meetings.

Proposer: Petra Bijsterveld Seconded: Sue Williamson

**8. Reappointment of Auditor**

Gavin Lamb is reappointed for the senior club accounts and Helen Brooks for the junior club accounts

Proposed: Bernie Gibbons Seconded: Jean Sullivan

**9. Covid Report** Rob Budding

A verbal summary was given of the report detailed below

The Covid pandemic had a marked impact on activities within Ilkley Harriers. The club put in place some fairly tough conditions once activities were allowed to re-commence by government and guided by EA.

The run leaders and the committee worked hard to make these measures effective and successful. Thanks to the support, diligence and efforts of the run leaders and especially all our club participants we only had three Covid related incidents, none involving a ‘spreader event’ where all participants had to isolate. These incidents related to a participant at an activity subsequently testing positive or being told to isolate having been in contact with somebody else who had tested positive. Thanks to the use of Sign-Up, the action required to contact those present was straightforward. The subsequent disruption to activities where leaders were not available or participants asked not to attend for short periods was met in good spirits by all involved. Fortunately there were incidents of mass ‘pings’ to the activity group.

Over the course of the past year the guidance from EA all the government changed and we had to adapt our guidelines sometimes pausing our activities. Even now that, for some, Covid may seem to be over as a club we are still maintaining a cautious stance and continuing to adopt many of the guidelines that evolved from the past 12 months. The coming winter may prove a challenge and club activities may once again need to be paused or altered to follow whatever new guidelines are issued, however as a club we are well placed to manage such situations and hopefully activities will continue without major disruption.

None of the success of maintaining club activities throughout the previous 12 months would’ve been possible without the support, hard work and diligence of the run leaders.

**10. Officers and Committee for 2021 - 2022**

Stephen Coy, Martin Archer, Sue Williamson, Jayne Norman and Beth Massey have resigned from the Committee.

Nick Kealey, Peter Roll, Becky White and Kate Archer were nominated to join the Committee.

The Committee are appointed as below.

Proposer: Steve Coy Seconded: Dawn Turner

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| **Position** | **Held by** |
| Chair | Jonathan Turner |
| Deputy Chair |  |
| Secretary | Paul Stephens + Dawn Turner – shared role |
| Treasurer | Jeff Green |
| Committee 1 | Mike Abrams-Cohen |
| Committee 2 | Sally Armitage |
| Committee 3 | Neil Chapman |
| Committee 4 | Vince Gibbons |
| Committee 5 | Nick Kealey |
| Committee 6 | Jean Sullivan |
| Committee 7 | Kate Archer |
| Committee 8 | Peter Roll |
| Committee 9 | Becky White |
| Committee 10 | Rob Budding (Covid Officer) |
| Committee 11 | Hilda Coulsey (Welfare Officer) |

\* There are 9 voting places for committee members, as defined in the Club Constitution, hence the Deputy Chair and formal Secretary position holder will be appointed at the next Committee meeting.

**UPDATE** following next committee meeting: Vince Gibbons appointed Deputy Chair and Paul Stephens formal Secretary position holder.

Other club roles, volunteers required for these positions in bold

* Ladies’ Fell Captains: Kate Archer
* Mens’ Fell Captain: Jack Wood
* Ladies’ Road Captain: Sally Armitage
* Mens’ Road Captain: Mike Abrams-Cohen
* Ladies’ XC Captain: *position vacant*
* Mens’ XC Captain: *position vacant*
* Junior section coordinator/lead: Shirley Wood
* Membership Secretary: Petra Bijsterveld
* Website Management: Sam Wood
* Club communications:Jonathan Turner
* Website editors: Jonathan Turner and Petra Bijsterveld
* Ilkley Gazette reports: Jean Sullivan
* Facebook and Twitter: Petra Bijsterveld
* IH Race League: Dan McKeown
* HDSRL contact: Paul Stephens

Proposer: Peter Lewis Seconded: Petra Bijsterveld

**11 AOB**

Hilda thanked people who were re-signing from the committee for their commitment to the club.

The meeting closed at 9:15 pm

**Attendees – 42 so far (from chat output and a few others who had not done and saw pics - still a few missing)**

Stephen Coy, Jonathan Turner, Dawn Turner, Jane McCarthy, Petra Bijsterveld, Martin Archer, Hilda Coulsey, Geoff Howard, Paul Stephens, Rachel Barnicoat, Mike Abrams-Cohen, Rachel Carter, Ali Nash, Helen Waddington, Dick Waddington, Kate Archer, Louise Nash, Gaenor Coy, Andrew Merrick, Jenny Roberts, Robert Green, Ritchie Williamson, Jayne Norman, Andrew Overend, Peter Roll, Martin Stubbs, Sue Williamson, Stephanie Fox, Nick Kealey, Tom Lambe, Jeff Green, Alison Weston, Rob Budding, Neil Chapman, Jean Sullivan, Iain Young, Michael Ho, Sally Armitage, Vince Gibbons, Bernie Gibbons, Jane Bryant, Peter Lewis

Stephen Coy – 24th September 2021