



**Garden City Runners Main Committee Meeting**

**Tuesday 12<sup>th</sup> November, from 8.30pm  
held at The Attimore, Ridgeway, WGC, AL7 2AD**

**MINUTES**

**Members: Brad Smith (Chair), Louise Smith (Vice Chair), Helen Paine (Secretary), Andy Newbury (Treasurer), Sue Fletcher (Membership), Richard Somerset, Sean Bowen, Tony Harden, Nigel Cavill, Karen Atkinson, Tom Wackett (Men's Captain), Charlee Chapman (Ladies' Captain & Race Committee link), Richard Darley (Men's Vice Captain)**

1	<p><b>Apologies</b></p> <ul style="list-style-type: none"> <li>• Apologies from Jane</li> </ul>	
2	<p><b>Minutes and Matters Arising</b></p> <ul style="list-style-type: none"> <li>• Have not had any follow up from Richard re: Herts Phoenix race calendar etc.</li> <li>• Tony to continue with producing case studies for the web.</li> <li>• New email address for Tony's web work = <a href="mailto:webadmin@gardencityrunners.org.uk">webadmin@gardencityrunners.org.uk</a></li> <li>• No response to Club Welfare Officer posts</li> </ul>	<p><b>Action:</b> Sean to chase Richard.</p> <p><b>Action:</b> Brad to forward approved meeting minutes to webadmin address for publishing.</p> <p><b>Action:</b> Karen to approach Liz Dean re: Welfare Officer role.</p>
3	<p><b>Marathon Draw Prep</b></p> <ul style="list-style-type: none"> <li>• The Attimore booked for 4 Dec, 7.30pm start</li> <li>• Committee agreed one free drink per member</li> <li>• Raffle to be held in aid of Isabel Hospice. Ask members to donate raffle prizes.</li> <li>• Book swap/sale for running related books only</li> <li>• Must ensure going forward that conditions state entrants into the ballot must have been a paid up member of GCR for at least one year - this had not been included in the conditions this year. Further clarification will state that to enter the ballot, you will need to have been an EA member, as well as a club member, on 1 April.</li> </ul>	<p><b>Action:</b> Communicate further details re: 4 Dec via newsletter, club email and FB.</p> <p><b>Action:</b> EA communications will need to include new stipulation about EA membership and being entered into the VLM rejection ballot draw.</p>
4	<p><b>Festive 5 Prep</b></p> <ul style="list-style-type: none"> <li>• Sunday 15 Dec @ 9.30am</li> <li>• Sean has offered to be Chief Marshal.</li> <li>• Partnership with Isabel Hospice has been confirmed.</li> </ul>	<p><b>Action:</b> Brad to ask Jacqui McCallum re: running the cake stall.</p> <p><b>Action:</b> Helen to speak to Rich Sid if any information needs to</p>

		be communicated regarding parking (if junior netball league is taking place at Stanborough School that day).
5	<p><b>Facebook Admin</b></p> <ul style="list-style-type: none"> <li>• Rules on FB state that GCR (Members Only) is only for paid up members.</li> <li>• Public group isn't needed - in fact two thirds of members are actually GCR members.</li> <li>• New vetting questions for members only group should help to ensure that only members join the group.</li> <li>• At this stage, no need to weed out non members. Review in April 2020 when new membership is renewed - compare FB group member numbers with Mojo member numbers.</li> </ul>	<b>Action:</b> Brad to ask Emma to close down public group.
6	<p><b>Succession planning</b></p> <ul style="list-style-type: none"> <li>• Committee members present confirmed they would not be offering to take over Chair's role.</li> <li>• Jane has spoken with Brad and has agreed to take on the role, subject to ratification at the AGM, for a minimum of 1 year and a maximum of 2 years.</li> <li>• Nigel's offer to take on interim role of Treasurer remains.</li> <li>• Thank you to both Jane and Nigel.</li> <li>• AGM date agreed - 22<sup>nd</sup> April 2020</li> </ul>	<p><b>Action:</b> Andy to begin dealings with Barclays to ensure new appointments have relevant authorities.</p> <p><b>Action:</b> Helen to approach The Ridgeway regarding a room booking for the AGM.</p>
7	<p><b>England Athletics Update</b></p> <ul style="list-style-type: none"> <li>• Initial comms has now gone out.</li> <li>• Process to follow - 2 Dec - call EGM, 21 Dec - notice of EGM, 13 Jan - meeting to take place</li> </ul>	<p><b>Action:</b> Karen to advise Helen as to what needs to be sent out to members.</p> <p><b>Action:</b> Helen to book a room at The Ridgeway for the meeting on 13 Jan.</p>
8	<p><b>Awards Night</b></p> <ul style="list-style-type: none"> <li>• Continue with same format.</li> <li>• First choice date - 13 Mar and second choice - 28 Feb.</li> <li>• Karen to get awards back and arrange for engraving</li> <li>• Peter to order medals etc.</li> <li>• Louise to book and liaise with the venue.</li> <li>• Brad to book the DJ.</li> <li>• Sean to write the awards script.</li> </ul>	<b>Action:</b> Louise to approach The Fairway regarding a booking.

9	<p><b>Welwyn 10k/2020</b></p> <ul style="list-style-type: none"> <li>• Survey results from 2019 race, of which third of race entrants responded to, were overwhelmingly positive. Included finding out that £4700 was raised by runners for charities, which adds to the fundraising total GCR donates to the Festival Week. Some areas to look at for improvement - definite need for an earlier start time, particularly with the 20.20km option for the centenary.</li> <li>• Our race is to be a flagship event for the centenary of sport.</li> <li>• Waitrose are sponsoring medals and trophies - hoping this can extend to water and bananas as we will not be able to ask Tesco.</li> <li>• Louise has organised a meeting with Foreman Laws to discuss their continued sponsorship and present the benefits of being involved in the centenary year.</li> <li>• Gill Sol is now on the team for 2020 and we will have the support of Herts Phoenix also.</li> </ul>	<p><b>Action:</b> Jane to raise the issue of sustainability at races with the Chair network.</p> <p><b>Action:</b> Louise to email membership asking for someone to support with marketing.</p>
11	<p><b>Reports</b></p> <p><b>Finance</b> - Issues identified with membership numbers and monies received not correlating. Main problem is members rarely give a reference for their payment. With vests also costing £20, membership and kit payments are hard to distinguish. Kit must not be given out without payment. Andy and Richard are already scheduled to meet re: kit sales so this information will need to be reconciled with membership payments. Sue still having to chase members for payment, however members remain 'pending' on mojo until payment has been received.</p> <p><b>Race Committee</b> - captains have communicated with membership re: forthcoming cross country races.</p> <p><b>Membership</b> - 347 members on Mojo. All expired members have been removed. 74 paid EA members with 17 who haven't renewed - these will be removed by EA.</p>	<p><b>Action:</b> Change vests to £19.99 so easier to identify when paid for online. Cash payments required if members want to take the kit item away with them there and then.</p> <p><b>Action:</b> Race Committee to email main committee details of Avery 2020 prior to publication to membership.</p>
12	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• Kit - lots of items have been sold. Kit seems to come up bigger leading to a surplus of mediums and the need to order more xsmall and small.</li> <li>• Interest in the windproof running jacket when details posted on FB.</li> </ul>	<p><b>Action:</b> Richard to ask Scimitar to mock up a visual for the windproof coat. If 10 definite orders can be obtained, Richard to proceed.</p>

		<b>Action:</b> Andy and Richard to meet to reconcile kit sales.
	<b>Date of Next Meeting</b>  Tuesday 21 <sup>st</sup> January at the same venue. Joint meeting with race committee to discuss awards.	<b>Action:</b> Brad to book table for the meeting and invite race committee. Award categories and previous winners to be distributed prior to the meeting.