



Garden City Runners Main Committee Meeting

9 June 2021, 8:00pm on Zoom

MINUTES

Present: Jane Molloy (Chair), Louise Smith (Vice Chair), Sean Bowen (Secretary), Sue Fletcher (Membership Secretary), James Huish (Men's Captain), Helen Harrison

Apologies: Markus Allen, Tony Harden, Tom Wackett (Men's Captain), Hannah Frank (Ladies' Captain)

	Item	Actions
1.	Welcome & Introductions <ul style="list-style-type: none"> • Congratulations to Helen H for completing her Leading in Running Fitness course! 	
2.	Minutes and Matters Arising (not covered elsewhere) <ul style="list-style-type: none"> • September 5K track event • Treasurer vacancy – Plan A to do posting to members, Plan B to wider Herts Sports Community • Wewlyn 10K (on agenda) • Congratulating Neil – article in newsletter • Expectations of club members document • Access to member mojo – Sean confirmed that he has spoken with Karen • Parkrun directors (on agenda under race directors) • RC update in newsletter 	<p>Hannah to confirm update</p> <p>Jane to do FB posting, then Lou to go to Herts Sports Partnership if necessary</p> <p>Helen H to check in with Tony H</p>
3.	Welwyn 10K update <ul style="list-style-type: none"> • Louise confirmed entries increased since bank holiday (168 total, 3-4 additional ones per day), with 240 t-shirts ordered. • Welwyn Council required detail risk assessments, including test and trace and requirement to send a text when you start a run and when you finish the run. These have been completed. • Craig constructing selfie board at entrance to Singlers Marsh – encourage photos and social media posts 	

	<ul style="list-style-type: none"> • Sponsors are happy and tarmac have produced three banners • Louise leafletting around St Albans • Opportunity for double points for Avery could increase • Runners have donated c.£500. Active Training World committed to a donation. • Jane thanked Lou for all her hard work on organising so far 	<ul style="list-style-type: none"> • James to follow up with RC/Sarah on confirmation of comms for double Avery point • All to continue promoting for additional entries
4.	<p>Medical Incidents – safety and reporting</p> <ul style="list-style-type: none"> • Incident occurred on Tuesday club run requiring emergency medical assistance • Instigated review of current protocols • Helen confirmed that process already in place for incidents on club runs, including communication with run leaders. • Helen suggested more comprehensive plan for all club organised sessions/events and that all leaders carry mobile phone and know how to contact emergency services plus stick together once responsibility of club run is over. • Jane suggested that we offer all members the opportunity to receive a ICE tag, although noted that not something that we could strictly enforce. • £300 for fully branded tags – would need to get their emergency contact details. • Sue noted that there is no existing ways of adding these details to member mojo but could ask members to provide this at next renewal • Jane noted that St Albans Striders ordered for everyone, including blanks for members to add their own details • Jane suggested requirement for an Incident form • General comms to be released on safety, ICE, encouraging what.three.words • Charity donation to air ambulance – to be discussed in AOB 	<ul style="list-style-type: none"> • Helen to liaise with Sean and Martha for intervals + track protocols. • James to review options for iTab costs / potential bulk orders • Lou to share parkrun incident form
5.	<p>Post-lockdown plans & events</p> <ul style="list-style-type: none"> • Return to Ridgeway Academy – was 21/06 at earliest (dependent on government road map), run leaders keen to return but also enjoy. • Tuesday evenings attract c.100 runners, so single meeting point needs to accommodate 80+ • September Track 5K – not yet organised 	<ul style="list-style-type: none"> • Helen to confirm to Ridgeway Intention to return at Stage 4 when we can return safely and legitimately. • Jane Include on next agenda too • Hannah to follow up with Nigel on potential dates

6.	Race Committee Report – MWL/Avery <ul style="list-style-type: none"> • Successful first Virtual MWL with high turnout and GCR topping Division 2. 	<ul style="list-style-type: none"> • Jane to ‘check-in’ with Tim
7.	Run Leaders Update (Helen) <ul style="list-style-type: none"> • Helen confirmed that LiRF went well but on look-out for additional person to take course • Beginners group in to Week 3 (core group of 10) • Some new members joining the beginner and Tuesday sessions 	
8.	Bridge to 10K (Sean) <ul style="list-style-type: none"> • Sean discussed with Tom about reviewing plans from last year for tailored 10K training sessions. but probably something for serious consideration next year when MWL returns • Helen has outlined Bridge to 10K session, and noted two members who could lead in delivering these sessions • Chris Loveys happy to take lead, probably on Thursday with others who could be called upon. • Autumn would be optimum time, in lead up to cross country season. 	<ul style="list-style-type: none"> • Sean/Helen to discuss with Chris L being Bridge to 10k leader leader and what help he needs
9.	Race Directors <ul style="list-style-type: none"> • Louise noted shortage in race directors. • There is training available for race directors from EA. Run Britain organise courses for race directors, which includes 100 page manual. • Need race director appointed for Welwyn 10K in the autumn. • Review of list of members for potential RD roles • Opportunity for shared RD roles, with training. • Outsourcing for organisation also a potential option. 	<ul style="list-style-type: none"> • Jane to contact potential members to gauge interest.
10	Membership Report <ul style="list-style-type: none"> • Active membership 341, with 40 not renewed yet • One new member in past month, one queried member • 100 active EA members but 50 pending • One more renewal email automatically issued shortly • Some bounceback from emails sent due to full inbox or marked as Spam. 	<ul style="list-style-type: none"> • Sue to send Jane a list of outstanding members
11	Email Queries – directing, dealing, non-duplication <ul style="list-style-type: none"> • Sean queried what to do with certain emails received (i.e. SportsShoes discount, EA club report, Charity Places for VLM) 	<ul style="list-style-type: none"> • Louise to follow up with Chris on Herts volunteers email

	<ul style="list-style-type: none"> Helen suggested that anything relating to new people joining, sending this over to her. 	<ul style="list-style-type: none"> Jane to pick up with Tony on email redirects on club emails to personal accounts
12	<p>Any other business WGC Centenary Medals – how to distribute 50 medals ARC payment – Sean confirmed that this had yet to be paid Not discussed – charity donations 2021/22, chairs meeting feedback</p> <p>Date of Next Meeting Wednesday 20 July 2021 – 8.30 in Pub or 8:00 on Zoom</p>	<ul style="list-style-type: none"> Sean to ask Nigel if he has received an invoice
13	<p>The meeting ended at 10.09pm!</p>	