



Garden City Runners Main Committee Meeting

26th October 2021, 8:00pm via Zoom

MINUTES

Present: Jane Molloy (Chair), Louise Smith (Vice Chair), Sean Bowen (Secretary), Sue Fletcher (Membership Secretary), Tom Wackett (Men's Captain), Hannah Frank (Ladies' Captain), Helen Harrison, Markus Allen (Welfare)

Apologies: James Huish, Tony Harden

	Item	Actions
1.	Welcome & Introduction	Virtual high fives all round followed by a volume check.
2.	<p>Minutes and Matters Arising (not covered elsewhere)</p> <ul style="list-style-type: none"> • Email distribution lists, Lou has access and has updated the committee one. Google drive to be used to keep a log/record of the groups. • Google account now needs two step verification, concern that this may be via Jane's number only, however it appear this may be available to multiple users. Further work on google account usage to be paused until the authentication is understood. • Nigel recommended that PST file history needs to be maintained. • Welwyn 10k charity donation requested, may do big cheque presentation later in the year. • Note that communication has been seen that Herts Phoenix expect athletes to compete for the club a minimum of twice a year. Relevant for second claim athletes. 	<p>Lou to review the 23 forwarding addresses.</p> <p>Jane to follow up</p> <p>Query at next meeting</p> <p><i>No Action needed at this time./ in hand</i></p>
3.	<p>Welfare update and plans</p> <ul style="list-style-type: none"> • A brief summary of recent incidents, investigation and outcomes were discussed. It is not planned to make the findings public but a time line of events, statements made and communications have been saved should these need to be referred back to. 	

	<p>We welcome any and all members to contact welfare@gardencityrunners.org.uk with any items that may should be brought to the clubs attention.</p> <ul style="list-style-type: none"> • With the clocks changing will be putting a safety message into the new letter. 	<p>Markus to ensure this happens. .</p>
<p>4.</p>	<p>Christmas Social</p> <ul style="list-style-type: none"> • A suggestion from Sophie P (plus her willingness to help organise) about having a Christmas Social was discussed. The history of the Christmas party, why it was moved to the new-year and replaced by the London Marathon Draw and the leaning towards making the Awards night a proper party was recounted. It was suggested that perhaps a casual drink could be tried but history has taught us that 80+ people from GCR can't randomly turn up somewhere especially at Christmas time at a venue without pre booking. Suggestions such as Tewin Bury farm were made, but they have Christmas parties there so wasn't expected to be something the club could use as an adhoc venue. 	<p>Jane to report back to Sophie P and invite her to be involved in events for Club's 40th anniversary in 2022.</p> <p>Louise to check out possibility of a venue for an informal drinks gathering in December if numbers can be accommodated (previous events c80 people).</p>
<p>5.</p>	<p>Performance Plans / Activities Sean / Helen</p> <ul style="list-style-type: none"> • EA Club Runs – Positive Feedback received. • Club secretary (Sean) received information from EA about courses. Going forward Sean will distribute these to members, volunteers and committee who may find these course relevant. 	<p>Sean to send thanks and positive feedback to EA with reference to Coach Jo. MC to look at budgeting for future training for members</p> <p>Sean to send femalewelfare@gardencityrunner.org.uk the latest list including the time to listen course.</p>
<p>6.</p>	<p>Run leaders Update</p> <ul style="list-style-type: none"> • Many run leaders were unable to attend Jo's sessions • Request from Helen if there can be a run leader's specific course. Committee voted unanimously to fund a development course for Run Leaders. • Bridge to 10km - no next course date diarised yet. Thanks to Rob, Peter and Mick for making the course a success. • May extend course from 6 to 8 weeks. • Helen investigating use of Tom's ready to race plan as an offer to those keen to improve their 10k speed. Particularly for those who lack the 	<p>Helen to ask run leaders what they want</p> <p>Helen to review programme with Rob and Peter and decide on what next.</p>

	<p>confidence or are intimidated by the speed of the more established runners at track/intervals.</p> <ul style="list-style-type: none"> • Current Beginners course ends 20th Nov. New course early in 2022 (perhaps 11th Jan). • Query from Sue about beginners payments. 	<p>Helen to email Sue the current beginners list</p>
<p>7.</p>	<p>Finance Budgeting & Planning</p> <ul style="list-style-type: none"> • Accounts and handover form not yet received from Nigel. Last year's accounts not available on the google drive. • Karen (ex Club Sec) has agreed to do book keeping till the end of the year. • Q4 Budget to be prepared as a practice for 2022 Budget planning. Lessons learned and templates for Q4 to be reused for 2022. • In prep of 2022 budget need to know what the club members want. This will be done in three steps 1&2 in parallel. <ul style="list-style-type: none"> 1.) Committee give recommendations by next meeting. 2.) Run leaders to ask Members what they want this club to do 3.) Create formatted survey and send to club. (initial thoughts reduce membership fee as membership grows, discounted race entries) 	<p>Sean to remind Nigel of this when he sees him at track. Jane to contact Nigel again if Sean has no luck with handover note</p> <p>FinCom</p> <p>MainCom – suggestions</p> <p>RunLeaders – ask people during sessions. Helen to make request of run leaders</p>
<p>8.</p>	<p>Connect My Club</p> <ul style="list-style-type: none"> • Demo was had with NHRR on the 25th. • Key system Features <ul style="list-style-type: none"> - Phone app & PC interface - kit purchase and stock management - Membership management (including filters) - Payment Portal - Athlete attendance record keeping (Track & Trace) / record keeping for run leaders - ICE information stored on system. - Messaging to club and DM between members • Discussions/ Questions <ul style="list-style-type: none"> - GCR maybe alone of the clubs in Herts that doesn't require athletes to book in. - What gaps/issues would the system solve? - Is ICE information on the phone or does it need to come from a server (would it be reliable) - Cost £1 per person, member mojo is £75 total. -Member mojo was quite a lot of effort to switch to. - MA suggested a trial with 5 – 6 people, Kit, Membership, coach and a few athletes & 	<p>Jane to follow up with Tony about implementing a mini trial.</p> <p>(Markus happy to help with any trials etc)</p>

	Monday club before trialling it with 20 – 30 members.	
9.	Website Updates <ul style="list-style-type: none"> • Updates are needed for stale & out of date data. Please send all issues that need to be corrected Webadmin@gardencityrunners.org.uk 	Committee Members to review pages they are responsible for. Tony to make updates.
10	Race Committee Report <ul style="list-style-type: none"> • Latest Avery sheet sent out (may have been some discrepancies that have now been tidied up / reconciled with the master copy). Source used for news letter needs to be the same place as the master copy. • Planning for 2022 Avery Comp is under way. • <i>XC dates confirmed. Maybe GCR would like to host a XC next year?</i> 	RaceCom
11	Membership Report <ul style="list-style-type: none"> • 410 Members – EA 149 Athletes, 155 Members • 151 EA athletes would give us an extra London Marathon place. (During meeting number increased to 150 athletes.) 	Sue to follow up beginner membership discrepancy when name list is sent over. Helen to send Sue run leader list to see which ones we can give EA membership (as we said the club would pay for this).
12	GCR 40th Anniversary Celebrations <i>No time to be discussed (below from prev meeting)</i> <ul style="list-style-type: none"> • Events to include a family/ community track event. • Monday Club, founder members, as well as previous Chairs to be involved in the design of celebrations. Dick Meredith has agreed to be involved. • Hannah to be part of the team to follow up on her track event idea. • Sue and Louise offered to be involved in helping. 	MainCom to suggest celebratory ideas Jane is in contact with potential contributors and set up sub-committee. Jane/Sue to follow up with November Monday Club.
13	Date of next meeting Wednesday 15 December, 8pm (in person meeting).	Lou to consider possible venues. Jane to confirm venue.