



## Garden City Runners Main Committee Meeting

**15 December 2021, The Wellington, Welwyn**

### MINUTES

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

**Apologies: Tony Harden, Markus Allen (Welfare)**

|    | Item   | Actions  |
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| 1. | <b>Welcome</b> - donning of party hats and telling of Christmas jokes.   |  |
|    | <p><b>Minutes and Matters Arising (not covered elsewhere)</b></p> <ul style="list-style-type: none"> <li>• Email distribution lists, <b>Lou</b> to review the 23 forwarding addresses. Reviewed and reorganised. Captains to have one forwarding email.</li> <li>• <b>Markus</b> to put a welfare message in newsletter – done</li> <li>• <b>Christmas Socials</b> – thanks to <b>Lou</b> for organising drinks at Attimore, which went very well. Around 35 people there – fewer than previously, but a good turnout in the circumstances. GCR attendees at Homestead Court event all seem to have a great time. Feedback received from Peter about how good the venue is and suggesting it as possible venue for awards night.</li> <li>• <b>GCR 40<sup>th</sup> Celebrations</b> – team set up including Dick Meredith, Terry Fowler, Hannah, Sophie P, Sue F, and Lou Smith. MC in support of a fun day at track in July. Recommended 10<sup>th</sup> July – before schools break up and a week after Welwyn 10k. Important that organising team is different from Welwyn 10k team, to prevent overwhelm.</li> <li>• <b>Connect My Club</b> – no progress has been made on the pilot. Decision taken not to take any further at the moment, as there is no appetite to progress it, it's too soon after</li> </ul> | <p><b>Lou</b> to set up one captains email for James, Tom, Hannah, Richard and Rebecca</p> <p><b>Jane</b> to include Awards night in next MC agenda, including venue</p> <p><b>Jane</b> to check July date with celebrations team and arrange booking</p> <p><b>All</b> let Jane know if you want to be involved in the team</p> |

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|           | <p>implementation of membermojo, and it fixes problems that aren't sufficiently troublesome for the effort of the change.</p> <ul style="list-style-type: none"> <li>• <b>Website updates</b> – some were made after last meeting, but the site is now out of date again. We need to update urgently, particularly with the planned Beginners Course in January, and the return of Thursday running groups. Sean mentioned another club inquiring about our rules, and we discussed whether the constitution is already on the website and whether it should be.</li> </ul>  | <p><b>Jane</b> to send reminder of website page owners. Page owners to review and send updates to <b>Tony</b></p> <p><b>Tony</b> to make updates soonest</p>             |
| <p>2.</p> | <p><b>Plans for Avery / new Club Champs</b></p> <ul style="list-style-type: none"> <li>• MC reviewed the proposed list of races for Avery and approved. Vote of thanks to RC for conducting the survey and using the results to come up with a good variety of races, reasonably priced, at regular intervals across the year.</li> <li>• MC also appreciative of all the work done by RC on the creation of the new competition to be piloted in 2022.</li> </ul> <p><b>GCR Club Championships</b></p> <ul style="list-style-type: none"> <li>• This was discussed at length following a review of all the documentation compiled by Tim and Peter. Following decisions were agreed:-</li> <li>• Name of competition – GCR Club Championships. Whatever the award/trophy is called does not need to be decided now.</li> <li>• Calendar of events – some concern over Fred Hughes being soon and full. However, as there are 7 other opportunities, and it has always been an Avery event, this is not a big deal. Should Race 8 read Stevenage Half Marathon? There is no St Albans half in the Avery. List approved but a couple of questions asked. Question over the fit of the relays. Question over why Welwyn 10k not included.</li> <li>• Take out 'Race Committee will be the arbiter in any dispute about finishing position'. These are all open races, so this is not necessary.</li> <li>• Majority vote in favour of Chip Time. Concern about the numbers who could be</li> </ul> | <p><b>Jane</b> to provide feedback to Tim on decisions. <b>James/Hannah</b> to liaise with others in RC to get the information finalized and communicated to members</p> |

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|           | <p>confused or disadvantaged by gun time. We want to give this pilot the best chance of success and think chip time will better serve this. We recommend keeping track of gun time during the pilot, in order to review at the end of the year and consider whether a change would improve the competition.</p>  |   |
| <p>3.</p> | <p><b>Nutrition Workshops</b></p> <ul style="list-style-type: none"> <li>• <b>Sean</b> has shared the information about the workshops that Hannah Sheridan runs on nutrition. He also got responses from Hannah Sheridan to our questions.</li> <li>• <b>MC</b> agreed that the zoom workshops would be a great idea with much appeal to members. Also agreed to do a series – 4 workshops, one a month, on same day/week each month. General agreement that Monday evenings would be good, but availability needs to be checked with Hannah.</li> </ul>   | <p><b>Sean</b> to follow up with Hannah to agree schedule, confirm logistics, and then communicate to club membership.</p>  |
| <p>4.</p> | <p><b>Finance Report / Budget for Q4</b></p> <ul style="list-style-type: none"> <li>• <b>Nigel</b> has uploaded the accounts from 20-21 to the Google drive. We do not yet have his handover form.</li> <li>• Karen Atkinson is currently doing a book-keeping job and has uploaded all this year's transactions to date to her accounting software. She estimates that the book-keeping aspect would take about 1 hour per month, with more time only needed at renewals time because of the volume of transactions then.</li> <li>• <b>Jane</b> reported that bank deposits are currently decreasing, which is normal at this time as higher expenditure than usual (Christmas events, kit purchases, charity donations) and lower income.</li> <li>• <b>Sue</b> reported difficulties in reconciling transactions, particularly £20 transactions. Membership is £20, but some kit transactions are also showing at this amount. Hard to track as kit sales (what, to whom) are not sent through to Sue.</li> <li>• <b>Budget for Q4</b> – nothing additional planned beyond XC / Herts Champs, apart from the nutrition workshops. For 2022, we need to budget for Leader Training, fundraising for the Air Ambulance, and 40<sup>th</sup> Celebrations.</li> </ul> | <p><b>Jane</b> to work with Finance Sub-Committee to complete the handover form as far as possible, then ask <b>Nigel or other previous Treasurers</b> to review and fill in gaps</p> <p><b>All</b> to check out interest of others in taking on this role</p> <p><b>Sue</b> to speak to Richard Somerset and agree best way to make kit transactions clear/traceable</p> |

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| <p>5.</p> | <p><b>Run leaders Update</b></p> <ul style="list-style-type: none"> <li>• 13 Run Leaders attended the meeting on Monday at The Stanborough. Congratulations to <b>Helen</b> for generating the interest and for running a lively and interesting meeting.</li> <li>• ‘Support Leaders’ are being sought to help out when groups become too big. Recently, 9-10k group numbers have exceeded 20.</li> <li>• <b>ICE</b> details – following incidents, there is agreement that these should be carried by all runners. Simplest solution is to encourage members to carry tags. We can point them in the right direction. We may be able to add ICE details to Membermojo, collect these at renewals and then use for a collective order of tags. <b>James</b> suggested a placeholder in every newsletter to advise runners to carry ICE details (contact, medical information)</li> <li>• Next Beginners Group will start on Tuesday 25<sup>th</sup> January, to be led by Charlotte Jones.</li> <li>• Thursday evenings now have multiple offerings including introduction to speed work, 5k, 8-10k.</li> <li>• Bridge to 10k will run for 6 weeks from mid-March, again to led by Rob Cartwright and supported by Peter Laphorne. Timing chosen to lead up to MWL.</li> <li>• Run Leaders are keen on having more training specific to them, and involving more face-to-face. This will include LiRF blended learning, probably in the summer. We need a minimal number for this to meet EA requirements, so will use it as an opportunity to try and recruit additional run leaders.</li> </ul> | <p><b>Lou</b> to find out more about tags (as suggested by Chris Loveys at Run Leaders meeting)</p> <p><b>Sue</b> to investigate what data we can collect in Membermojo</p> <p><b>Sue</b> to liaise with Charlotte and agree the best way to process Beginner payments</p> <p><b>Helen</b> to devise a programme for Run Leaders</p> |
| <p>6.</p> | <p><b>Date of next meeting – Wednesday 2 February</b></p> <ul style="list-style-type: none"> <li>• Might be a bit late for kicking off Welwyn 10k organisation</li> <li>• Next meeting needs to include discussion on 2021 Awards</li> <li>• Zoom or in-person to be agreed</li> </ul>   | <p><b>Lou/Jane</b> to agree how to do this</p> <p><b>Jane</b> to include Awards in agenda</p> <p><b>Jane</b> to confirm</p>  |