



Hart Road Runners Committee Meeting Minutes

Friday 2 November 2018, 7.30pm @ Charlie and Kate's House

1. Attendees / Apologies

Attendees: Alexa King, Grahame Smee, Ged Ruffle, Gill Stone, Heather Allen, John Leonard, Jon Cross, Darren Wood, Charlie Boffin, Hannah Hall and Kate Christie. Apologies were received from Dave Adams and Jon Taylor.

2. Declaration of any conflicts of interest (new members only)

None.

3. Agreement of September Committee Meeting Minutes and review of action points:

- Ged to put defibrillator location in coaches' notes - complete.
- Heather to share list of current defibrillator locations and talk to Bob about organising a defibrillator run - complete. Discussions with Bob are ongoing. Christmas Lights Run will be Thursday 13 December.
- Grahame to ask Nigel to liaise with Hart First Responders re defibrillators. Grahame proposed that a good alternative to fundraising for our own defibrillator would be to donate money to the Oliver King foundation, a charity which raises money for defibrillators in schools. This would allow us to contribute even if we have not raised a sufficient amount to fund an entire defibrillator. **Action - Grahame to pass on details of the Oliver King foundation to the committee for their consideration.** If Easyfundraising is to be used for fundraising, it will require a marketing push to members to encourage them to use the website. The run up to Christmas is an ideal time to do this with high spends on internet shopping, so more promotion is key for November/December.
- Kate to remove defibrillator text on website until the way ahead has been agreed - complete.
- John L to persist in liaising with HLC regarding payments of marshals for Hart Tri. John is in touch with Sam Knowles at HLC and is awaiting an invoice - **ongoing.**
- Kate to complete the database of maps of summer Thursday runs and add them to the website for next summer - one map is still outstanding - **ongoing.**
- Grahame to finalise the history of the club and pass to Kate for publication on the website - **ongoing.**

- Hannah to make minor amendments to operational rules as agreed in committee and send as PDF to Kate - complete.
- Kate to ensure that senior membership is added to the website shop as an option when the membership renewal goes live - ongoing
- John L to gather information on where kit is being stored - **ongoing**.
- Grahame to send the constitution as PDF to Kate for the website - **ongoing**.
- Darren to put out an appeal in the newsletter for help with LWS XC - complete.

4. Kit - update from Charlie

Charlie showed the committee a sample of a hoodie, which will be costed between £20 and £25 including the printing of the club name and logo. Minimum order is 25. The committee agreed that we should proceed with an order based on a profile of usual sizes.

5. Review of Financial Position - update from John

John briefed the committee on the budget. 36 runners have signed up for the Winter Training Camp; all deposits have been paid and full amounts are now coming in. Hart 4 money is coming in (sales started on Monday). The LWS XC series is initially budgeting a loss of £450. The committee noted the benefits of the series both to charity and the opportunity for children of all ages to race and felt that the club could accept the loss and approved the budget. A further review would take place later in the series. The Committee also agreed that more promotion of the series should take place. **Action - All.**

A question arose as to whether it would be of benefit to the club's finances to be VAT registered. **Action - John to investigate VAT registration.**

6. Review of Membership - update from Gill

The club has 225 members at present, including 6 second claim and 6 life members. 6 new members have joined since the last committee meeting.

7. Social Events - update from Alexa

12 tickets for the adults' Christmas party and 4 tickets for the children's Christmas party have been sold, but it was noted that it was very early for members to be thinking about Christmas plans. It was agreed that the format of the Christmas party for children might be developed from previous years. The disco has been booked for the adults' Christmas party. The committee agreed that a raffle should be held and that Alexa should look into a possible option of a low cost photo booth. A casino night will be considered for the May do as the previous one had been a success. **Action - Promotion of both events - All**

8. Running Activities - update from Ged

The running schedule for January to April has been completed. The Mike Cloke Memorial Run will be held on 10 January; Fleet & Crookham have been invited and the De Havilland has been booked. A club member had suggested that we might wish to extend the scope of the Memorial Run to include other people that our running community has recently lost (e.g. Dave Newman) and that it might be a more sociable evening if we held the run in the summer months. This will be considered for next year, and Grahame agreed to discuss the idea with Penny at F&C. A letter was shared with the committee from Myeloma UK to say thank you for the money donated from the club in lieu of flowers for Dave Newman.

The first Hampshire League Cross Country was held on 13 October. It was a good event and the standard of running was high; the first 60 male runners would be ineligible to participate in the Southern Cross Country League.

The first race of the Southern Cross Country League was held on 28 October with a record field of 519 finishers. Nigel is finalising the details for our race of the series at Lord Wandsworth College on 30 December. The proposed cost for refreshments remains the same as last year at £1.50. Stubbington Runners are unable to hold their race for the League this year, but Farnham Runners have offered to hold a substitute race at Alice Holt. Every club will be asked to donate a marshal; Spin has volunteered for HRR. Grahame noted that Spin should be thanked for his offer.

The HRR Virgin London Marathon draw will take place on 15 November. Hannah will apply for club places on behalf of HRR on 5 November.

9. Coaching - update from Ged

The coaching schedule for January to April will be completed this month. Track numbers on Monday nights have been good. There have been high numbers turning out on Tuesday nights and there have been discussions amongst the coaches that for some sessions, very high numbers of runners might make the planned session unsafe. It was noted that it was absolutely the coaches' decision if they felt that they needed to change the planned session on the night to accommodate numbers. All members should respect the decision of the coach on this matter.

We have three upcoming sessions with Nick Anderson: a talk at the Harlington Centre on 9 November for all members, a practical track session for all members on 19 November, and a coaches development session for the coaching team on 28 November.

The Winter Training Camp will be held on 25-27 January and 36 members are booked to go.

Approx £304 of the coaching budget has been spent to date.

10. Website and Social Media - update from Kate

Kate briefed the committee on updates to the website. The committee noted the benefits of the shop and the improvements to the system. Grahame thanked Kate and Dave for the huge progress made on this system.

There was discussion around the pros and cons of auto-renewal for membership. It was felt that auto-renewal might cause some issues for some members, and that therefore it would be best not to pursue this option in the first instance. It could be added later if agreed.

Gill requested that membership data should be sent directly to her so that she can action individually and not in bulk. This is key to enabling her to deal with membership in a personal way, which the committee agreed was very valuable. **Action - Kate/Dave to investigate how Gill can see membership data in real time.**

A question was asked regarding where members' data is held when they enter information on the website for a social event and to ascertain whether the servers it was held on were located in the EU (and therefore subject to the same GDPR rules as the UK) or elsewhere. **Action - Kate to find out the location of Woo-commerce's servers.**

The new sidebar on the website was approved and will now be migrated to the live site.

11.Open Issues Discussion

After an incident where a club member had a medical issue on a Thursday night run, the committee discussed the importance of looking after any club member who has got in any kind of distress during a run. It was agreed that we need to reinforce the message that nobody should run alone, particularly on the Thursday winter evenings.

Grahame discussed some feedback he had received regarding the introduction of Senior Membership. It was agreed that the longer term financial implications of this membership should be detailed to ensure longevity. It was also agreed that this option will be available for the new membership year but a more detailed proposal will be presented at the next AGM along with an ongoing, separate financial measurement in the clubs accounts.

Action - John/Gill/Grahame.

12.AOB and date of next meeting

Kate noted that nobody had been posting Medal Monday on Facebook. **Action - Grahame agreed to take on Medal Monday.**

Hannah said that the club was eligible for guaranteed places at Brighton Marathon but that these were pricey at £75. It was agreed not to take these up.

DATE OF NEXT MEETING - 11 January 2019