



## Committee meeting

Date: 6th September 2020 via conference call

Attendees: Grahame Smee, Charlie Boffin, John Leonard, Gill Stone, Paul Burger, Kate Larmer, Dave Adams, Jon Cross, Ged Ruffle, Morgan Applegarth

### Agenda

1. Review of outstanding actions from previous meetings
2. Membership
3. Finance
4. EA update/coaching
5. Development group
6. Track sessions
7. Thursday evening runs
8. Lord Wandsworth
9. AOB

### Meeting minutes

#### 1. Review of outstanding actions from previous meetings

Action	Status
Membership	
Morgan to add note about rejoining to newsletter.	COMPLETE.
Kate to share link with Gill to confirm which members are booking up coached	COMPLETE.

sessions to confirm they are paid members.	
Finance	
John to review proposed coaching budget and discuss with Kevin.	Ongoing.
EA rules	
John to speak to Ali about finding potential dates for Lord Wandsworth.	COMPLETE.
AOB	
Heather to draft web content and share with the committee.	CLOSED.
Kate to contact Kathmandu about awards evening.	Ongoing. Kate can't get hold of the restaurant on the phone, will go to Kathmandu in person.
John to sort refunds for London Marathon coach.	COMPLETE.

Grahame notes that Heather has decided to step down from the committee with immediate effect. Grahame and the committee thank Heather for all her great work and amazing contributions to the committee and Hart Road Runners over the years.

## 2. Membership

Gill confirms currently at 171 members, all have been registered with EA. Gill has reached out to those who haven't renewed and compiled a list on reasons for leaving the club.

## 3. Finance

John shares latest figures and confirms not much movement., only note is a loss on the track from March.

#### **4. EA update/coaching**

Ged notes that the winter schedule starts from tomorrow (7th September); track on Monday, road training on Tuesdays and Thursdays, and a Saturday run.

Details on track sessions below.

Road training is for 12 athletes + 1 coach. Sessions will begin at 7pm - athletes should arrive and depart promptly. Hi-viz must be worn on all sessions.

Ged adds that from 17th September, HRR will trial starting an amended version of the handicap again (without a final loop of The Key Centre) on the third Thursday of the month. Athletes need to register by the Sunday before the handicap to allow the team to organise start times etc. For the first event members will be limited to 30 and reviewed thereafter if successful.

**ACTION:** Morgan to add to the newsletter.

The committee would like to thank all members of the coaching team for their supporting during these challenging times and providing such a fantastic coaching programme over the last few weeks.

Ged also provides an update from EA - no mass starts on any events, hand sanitiser should be available, social distancing must be observed. EA to provide specific guidance on cross country w/c 14th September.

#### **5. Development group**

Grahame proposes Grahame, Charlie and Kate to assign actions from Development Group outcomes for committee to review. Grahame also proposes sharing the outcomes with the wider membership on club Zoom meeting on 20th September, while sharing results from the virtual race, and also providing a follow up email. Committee agree to both.

Kate asked Morgan and Paul if they would like to be involved in the new member recruitment drive, both agree.

#### **6. Track sessions**

Ged notes that the first track session will begin tomorrow (7th September). Ged highlights some rules for the track:

- Car parking at the park run car park

- Athletes to arrive at 7.30 and not before
- Session will finish at 8.30pm promptly and all athletes should leave immediately
- Track sessions are for HRR only
- Can have up to 12 athletes

The committee note that to keep the track sessions running we need to have at least 10 athletes every week, although we will always aim for 12. The committee will continue to review and measure the financial viability of the track sessions - John/Kate to share number of bookings each week on committee Facebook page for committee to decide if the session is going ahead by Friday evening.

John notes that we can cancel our booking at the track up to 48 hours before the session without being charged. Committee agree that athletes who have booked track sessions can cancel up to 12 noon on the Friday before the session to align with this.

John asks if we want to book the track for next year. Ged suggests we see how the next few weeks go and decide, but likely yes. Committee agree.

## **7. Thursday evening runs**

Kate asks if we could have an unofficial club run, in groups of no more than six, on a Thursday, particularly for runners who don't have anyone to run with. This would be advertised on Facebook, ensuring it is clear that it is an unofficial run and social distancing must be maintained.

Ged confirms no issue for 6 athletes to run together, as long as following social distancing, from an EA perspective. Official club runs would need to have track and trace in place.

Paul asks the difference between an official and an unofficial club run. Ged confirms that using the Facebook groups for individuals to run together is still unofficial, but those posting should ask for numbers in advance to ensure there are no bigger groups congregating.

Grahame agrees that unofficial group runs arranged by members can be advertised on the club Facebook page provided it is clearly signposted that these sessions are unofficial. It is expected that any member undertaking runs with friends/other members to take responsibility for adhering to current Covid guidelines at all times.

## **8. Lord Wandsworth cross country series**

Grahame notes that Ali has decided to step down from organising the Lord Wandsworth cross country series, and asks for the committees thoughts on the series this year. Ged notes that the EA guidance on cross country is yet to come out so suggest waiting on this before making a decision. Morgan and Ged suggest using the meeting on the 20th to ask the membership if anyone would like to continue organising, as and when it is able to restart.

## **9. AOB**

Morgan asks if there is a format for the virtual race results.

**ACTION:** Jon to create best format and share.

Kate asks how we plan to sharing coaching minutes. Grahame confirms that Kevin is happy for the minutes to be shared with the full membership, so will share with Kate/Dave to publish on the website.

Charlie shares positive news that today they took part in the Reading Riverside half and was really successful, hope that more events like this can go forward.

Gill confirms that any members who have not renewed will now be removed from the mailing list. Kate asks if we should also remove these members from Facebook groups - Grahame to review.

**ACTION:** Gill to share list of non-renewals with Grahame.

Paul volunteers to take on awards from Heather, committee agree.

Grahame reconfirms committee etiquette:

- Committee to provide any issues or comments on minutes within 5 working days
- Committee to address issues within minutes that are wrong or need clarification rather than minor wording amends
- Committee to use the right methods of communications to talk with other members

Charlie adds that it would help communication and be a common courtesy at meetings if everyone endeavoured to utilise the webcam, accepting that this is not always possible for technical or other reasons.

Kate asks that committee members acknowledge and respond to emails between committee members to aid effective communication.

**Date of next meeting: 25th October 2020, 18.30pm**