



Chester Triathlon Club Committee Meeting Minutes.

Date : Tues 14th March 19:30

Location : Hoole Community Centre

Apologies: None

Present : Mark Jones, Chris O'Hara, Ian Jameson, Nigel Waterhouse, Andy Hamilton,
Sue Ellis, Leigh Jenkins

Agenda :

1. Declaration of interest. None
2. Matters arising - Actions either completed, or on-going in items listed below.
3. Chris O'H : Feedback on Development/ Delivery Plan.
Ready for release Wed 22nd April.
Will be reviewed each quarter, to check on actions and progress.
(use the sections relevant to coaching at the coaches' meeting due shortly, so coaches can aim to align their plans with the development plan aims.)
4. Andy H : Report on coaching and actions to plan for coach development as per previous meetings.
Jim Barrow recently advised that he would not be continuing coaching. He was upset by attitude displayed by some members at an advanced swim session, which he felt was disrespectful.
Andy has spoken to him, as have others. Hope that he will re-consider. He has indicated that he might also not attend the training camp, and he has paid the cost of coaching course back in to the club account. It was agreed that the sum would be returned to him, as he has already put in a lot of time. **Action: Ian J.** Other coaches have stepped in for now to fill the gap.

Indicates that a reminder is needed to all members, of courtesy required towards coaches, as per code of conduct. **Action : Andy to draft a letter to go via email to members, reminding them of etiquette.**

Andy H : Coaches' meeting to be arranged, for end of March/first week of April.
Possibly at David Lloyd. To be a forum style session, where ideas can be

brainstormed. In terms of continuing education, we will try to make use of skill set within club & coaches where possible.

Action Andy H. & notify committee of date & venue, so they can attend as well if they wish.

Sue to fwd all emails re coaching courses, to Andy

5. Andy H : Kit

New vests ordered. Same design, different material. Due early April, £18 each. The left over female vests currently in a box at City Baths, need to be sold off at a reduced rate. **Could Susie arrange for the box to be available at Tues & Wed run sessions ? £ 10 per vest ?**

Survey re casual kit : responses were :

55 long sleeved tops

30 running jackets

19 short sleeved tops

12 fleece tops

6 bobble hats

Andy showed mock-ups on paper of designs that the supplier has provided.

Plan to order a min number as per the survey, and then order more if successful.

Action : Andy to notify via Facebook that an order is imminent.

Log- in code to the kit website, is needed to migrate the website to the new site.

Code used by Amy is best. **Action : Leigh to acquire from Amy.**

6. Leigh J : Website update, and actions re. help with Facebook. (To include agreement re. removal of photos of RM)

Leigh stated that they hope to launch by end of March, but it was felt that this should not go ahead while there are still pages under development. Therefore if it is not really ready by then, delay until Easter weekend, and make it an Easter themed launch.

Committee to meet 19th April to edit their pages, in Hoole Community Centre.

Action : Sue to book room. (Done 7:30 – 10:00pm). Leigh : email date, time,& instructions to all relevant people, ensure that Mike & Nic can be there.

Facebook :

Current admin done by Leigh, Andy, Dan & Sue

Seems to be working fine.

Feedback has been positive from members, saying that it creates a good club atmosphere & cohesion.

Could try and signpost members to introductory videos about the use of social media. Give some info about privacy settings in the newsletter. **Action: Leigh**

7. Mark J : Situation re Rob Monk.

The fact that Rob has entered the Deva race, and the welfare implications re Alison Leavens, was discussed.

Committee agreed that Rob cannot race in the Deva Race, as it would mean having to manage Alison's movements, and place undue restriction on her in order to ensure her welfare, rather than visa versa.

Action : Mark to contact Rob & Dan re race entry.

Mark is in continuing telephone contact with BTF re. Alison & her complaints.

8. Ian J : Financial

Currently we have £32.5k in the bank. Of which £16k is allocated for spending, website, Training camp etc. Leaving us with ~£16k available for financial investment.

At present 280 members have renewed so far this year compared to 365 last year. This means a shortfall of ~£3500 in projected revenue from membership fees.

It is planned to have closed out all actions from Chris Hulse's independent review by the end of March.

Concerning the dual signatory and moving the account to Unity Bank, all paper work has been completed and submitted. Dan C (we already have two event accounts with them, Deva Tri and Deva Diva, hence why DC is involved) is chasing them but we're waiting to hear back from them.

Action : IJ to report back at the next meeting concerning current spend vs budget. This will align with reviewing the Delivery strategy at the end of Q2.

9. Nigel W : Feedback on volunteering, & ideas for prize.

Nigel met with race directors. Meeting was positive, & gave them an opportunity to share ideas. There are 6 google docs (1 for each event), to be created by Dan, with links via facebook & newsletter. Members will be asked to put themselves down for volunteering roles via these sheets.

Format used by Dan with role descriptions for jobs, to be used by others too.

Volunteers to be recognized by offering drinks and food afterwards., with the exception of Diva Deva, where Sally has indicated that she is happy with usual T shirts and sandwiches. Ian J asked that she should be clear that she does have the choice of doing more, if she wishes.

There will be a raffle at end of season party for a prize for 'top volunteers', with a simple point system to grade how much people have done.. Cost will come out of the race budget.

**Next meeting, is full committee at 7:30pm on
Thursday 27th April.**

**The website editing night is the week before, on Wed 19th
April.**