

## Chester Triathlon Club Management Committee Meeting Minutes

Date : Wed 18<sup>th</sup> October 2017

Present : Mark Jones; Chris O'Hara; Nigel Waterhouse; Sue Ellis; Jess Archer Clowes, Iain Wood

Apologies : Leigh Jenkins; Ian Jameson

### 1. Matters arising -

Mark has not contacted Natalie re wording for Clean Sport. Will do tomorrow, so it can go in to package to members pre the AGM, for approval.

Annual reports – **people need reminding - Sue**

Chris has not yet been able to meet with Nania.

**Sue to speak to Ian J to find out current position re. sub committee on Future Projects.**

Of the 2 candidates for Treasurer, the one who is not elected, would be an ideal member of this sub committee.

### 2. Review of Development plan –

Committee ran through which objectives have been achieved, which will be carried through in to next year, and which ones have fallen short of the aims/expectations at the start of the year.

Good to have produced the Development Plan. Now need to get members involved in commenting/discussing aspects of it. Shows that members have a voice and a channel to voice their opinions

\* Need to look at thorny issue of payment of a fee to club coaches or club members delivering S&C sessions or similar. Seems inequitable that outsiders are paid – at present club members pay themselves rather than having a club subsidy.

\* Need better communication between Coach co-ordinator and MC

\* There are various club 'operating procedures', e.g block on commercial promotion via our facebook or newsletter, that need to be recorded in a place that does not get lost. i.e not just recorded in minutes and then become lost in the mists of time.

\* **Sue to ask Sean for some membership data**

### 3. AGM -

Order of proceedings

MC to sit at top table, facing the audience. (Portrait arrangement).. Cards with names & titles in front.

Captain to speak,	10mins	
Pass on to the other committee.	20mins	
Open to the floor for questions;	20mins	
Treasurer's report	15mins	
Vote on membership fee.	5mins	
Vote for Candidates	15mins	
Vote on additional clause re Clean Sport – Mark	5mins	
Iain & Jess to help with counting hands.		
<i>Thanks to outgoing committee members – Chris</i>	<i>5mins</i>	

*This allows for some leeway – that means the meeting should complete in 2 hrs. I suggest that if the questions from the floor exceed 20mins, then Mark should halt them at that point, continue with the agenda, and offer to continue with questions at the end of the meeting.  
Sue would like someone else to take minutes at the AGM, as it is too difficult to follow what is being said and to respond adequately, while also doing minutes. Any offers?*

The list of candidates for vacant positions was circulated and nominations & seconds completed.

*Sue to let all candidates know who else is up for election, as a courtesy, and an opportunity to withdraw if they so wished. (None have)*

Amendment to Complaints Process will be delayed until after the AGM due to pressure of time. It does not require agreement at the AGM, just notification to membership.

#### 4. Awards & Awards night arrangements

Timings : Venue available from 5:30. Hay bales, some bunting to decorate.

People arriving at 7:00,

food 7:30-8:30

Awards from 8:30 – 9:00, done in batches. Also volunteer award.

celieh from 9 – 11.00

Jess would like to have some photos of the prize winners on the screen. To ask Paul Plested & Mike Waring if they can provide.

Awards will be glass plaques as per last year.

*Chris will be presenting awards, with Iain assisting. (is that right ?)*

#### 5. London Marathon places -

Application for club places is still not open on the VLM website – saying that it will be early November. Sue expects there to be 2 places, but this cannot be guaranteed.

Therefore announcement of who will be given the places cannot be done at the AGM. If they are out by Nov 11<sup>th</sup>, it could be done at the party.

AOB

\*Chris has been pricing cost of a 26 seater coach to take runners to a B/L event. (£400). Could also be linked to a social – go out for a meal afterwards. *Needs further discussion between Chris, run leads & social reps.*

\* Proposal made to give a free club vest when a member joins the club, to promote the club brand. No conclusion – needs to go on next agenda and *kit team to discuss.*

**Next meeting of full Committee on Wed 15<sup>th</sup> November 2017**