

Management Committee Meeting:	24 July 2019
Attendees:	Chris O'Hara; Ian Ainscough; Nigel Waterhouse; Aaron Riley; Anthony Brennan
Apologies:	Neil Thomas; Leigh Jenkins;

Agenda

1. Minutes from June meeting;
2. Outstanding actions;
3. Defining roles for Exec - Particularly Leigh and Nigel's roles for election;
4. Feedback from Deva wash-up meeting;
5. AOB

Minutes

1. No amendments to June meeting minutes;
2. Outstanding actions – AB to send out current details of operating procedure and obtain drop-box details.
3. COH indicated that JAC had contacted him to indicate that she would stand down from role of Social Lead at the AGM.
4. Discussion about the scope of the Exec roles when Leigh and Nigel stand down at AGM, more discussion was had about the Volunteer Co-ordinator than Communications.
5. To achieve Trimark Bronze, each of the Management Committee roles was defined and a role profile created. The roles are identified within the constitution, but there are no role details.
6. AB checked constitution following meeting. Re-focusing the current roles within the broad scope of the role profile would be fine. Changing the name or nature of the role would require approval at a General Meeting. It should be possible to achieve that by holding the vote on that amendment at the AGM before electing officers to those positions. We would have to be ready to proceed with the current Volunteer role if the motion wasn't approved.
7. NW indicated that his primary focus in the role had been about getting marshalls for events, particularly the Deva.

8. One of the key outcomes from the Deva wash-up session was that Dan wanted to create small teams to look after each area of the race. It was suggested that this Committee role should focus on co-ordinating across the club's events, rather than focusing just on marshalls. It might be better described as being an Events Co-ordinator rather than just volunteers.
9. AR raised the possibility of engaging someone who was paid to do this on behalf of the club across all of the events. This would help to ensure that third parties (e.g. toilet, marquee & barrier providers; t-shirts) all had one point of contact and a single negotiating point. That would take pressure off the event organisers.
10. It was agreed to revisit the options in September when Dan has circulated the output from the wash-up for Deva and the Diva's session has taken place.
11. The Communications role was generally felt to be right and LJ should be asked to highlight any bits she think can be improved.
12. **AB to locate role descriptions if they are available and everyone will review those.**
13. COH confirmed that he would look to do the minutes for the 2018 AGM.
14. AB indicated AL had approached him because Rob Monk had requested to be admitted to the junior Tri Club Facebook page. Simon Greenwood has rejected the requests. AB will confirm whether this was a one-off request which was prompted because it had been ignored, or if multiple requests had been made. AB will write to RM if it is multiple requests to ask him to stop.]
15. COH had circulated an email from Tony Collier about a talk. It was agreed that we do this later in the year. It was approved for the Club to hire a venue. We also agreed to contact other local clubs around that time to see if anyone is interested.
16. AR updated on coaching. AH is struggling to get numbers in to coach and both AH and AR are covering more sessions as a result. AR confirmed that he had spoken to COCSC about coaching the Monday and Friday sessions, they are reviewing that with other commitments. AR confirmed that there are other swim coaches locally.
17. It was agreed that it was appropriate to proceed on the basis that we need to bring in support for those sessions. There is no point asking the same questions again, because we will get the same answer – the members' primary concern is that there is someone to coach the sessions.

18. COH confirmed that he would speak to Grant about the Spring Camp. COH was considering the Raid the Pyrennes tour next year. He would speak to Grant about that as an alternative to the camp.
19. Other matters arising from the Deva session. DC is still reviewing the option of a move to September. The earliest that could take place would be 2021. DC was going to look at the Park and the river this September. The date for Deva next year has been confirmed as 14th June.
20. Sally has confirmed the date of Deva Diva's as 12th July. {After the meeting, SN confirmed she had met with those maintaining the meadows and confirmed that gates would be put in the new fencing where required for the races.}
21. NW confirmed that he now has a contact in Welsh Water and get better information about water quality and releases into the river. Most of the recent releases have been at the Groves.
22. Next meeting is September.

END