

## **Minutes for FODAC Committee Meeting held on Tuesday 20<sup>th</sup> of May 2014**

Present: Chris H., Jacqui, Frank, Wendy, Chris M., Jim, Pete, Kate, Stef

Apologies: Sharla, Jools, Kathy, Bev

### **1. Minutes of Meeting held on 18<sup>th</sup> of March and Matters arising**

Minutes of the last meeting were agreed.

We thanked Jim for organising the purchase of the PA system, which was used successfully at the Forest Mile.

As discussed previously the concreting around the hut is put on hold due to the cost.

Hut tidying and stocktake have not yet been done. We need a few people to tidy and need assistance from people who know what equipment is what for stocktake.

Jim confirmed that he has arranged one of the summer runs (10<sup>th</sup> July) to be from Bathurst pool (run and swim).

### **2. Compliance with Safeguarding Policies**

Kate stressed the importance of keeping a register at all Junior coaching sessions (Tuesday, Thursday and Saturday). The coaches find it difficult to prepare for the sessions and also take the register. Pete suggested having a rota of parent volunteers who are willing to take register and track fees at the training sessions. Kate pointed out that all parent helpers would be required to complete a self-declaration form. It was suggested that we will have to get people on board first and then ask them complete the form. Pete will post on Junior Facebook page and he will send email to parents to find volunteers.

#### **Action: Pete**

Kate also requested that there was a mobile phone for use in case of emergency (to contact parents), but Pete assured us that all coaches are required to have their mobile phone with them.

Kate also asked for a lockable filing cabinet for athletes' personal and medical information. There was concern that in an emergency this information would be required quickly and the key needed to be accessible. It was agreed that the cabinet should be locked but key is to be kept in hut.

We need a proper filing system for these records and Kate asked for the existing cabinet to be cleared out and a new filing system to be put in place. Graham had offered files previously and Pete will send message to Graham if we can still have these files. **Action: Pete**

If Graham's files are no longer available then Kate and Jacqui will arrange to buy new files. **Action: Kate, Jacqui**

### 3. Treasurer Report

Bank Balance 19<sup>th</sup> of May 2014 : £ 7373.56

Income since 1<sup>st</sup> of April 2014 £ 4101.86

Expenditure since 1<sup>st</sup> April 2014 £ 3322.68

Wendy identified a discrepancy with the stock of Children's Gloucestershire Sportshall shirts. Pete confirmed that two of the shirts have not been sold and two shirts have not yet been paid for.

There are no plans for any major purchases in the near future.

Pete explained that he had permission from the school to install a new throwing circle and he has plans. The cost will be around £ 1000. This will be discussed in more detail when installation could go ahead.

Ann Nixon had been asked to order more running vests. Stef will check with Ann if order has been placed. **Action: Stef**

It was mentioned that a company called T3 in Coleford can produce one off hoodies and track suits with Club Logo at reasonable prices and good quality.

Pete mentioned that Darren Creed and Andrew Compton would like to do the next level coaching course and that he knows that there is some funding available, so courses will be cheaper.

PGL are kindly donating £ 75.00 sponsorship. Wendy will do an invoice for PGL to give to Anna Freeman. **Action: Wendy**

### 4. Membership report

Frank gave each committee a membership list and also a list of members who have not yet renewed their membership. He will send emails to members who have not yet renewed, but asked us to remind people gently too. **Action: Frank, All**

It was asked if runners who have not renewed their membership should be representing the club in the Cotswold Way Relay. It was agreed to let this go, as it is difficult to get team together, but we need to look at Championship points and athletes representing club at other competitions.

### 5. Forthcoming Races

The next FODAC race will be the Mallards Pike 5 mile race on Wednesday 18<sup>th</sup> of June 2014. There will be junior races, a canicross race and an adult race. As Jacqui is not available on the 18<sup>th</sup> of June Pete will be race adjudicator. Jacqui will put everything in place for the race prior to the 18<sup>th</sup> of June and will ask for volunteers to help during the evening. She will also get a key from the Forestry Commission for emergency access. Jacqui will ask Angela Bowkett to collect drinks for the evening. **Action: Jacqui**  
Pete will arrange for medals for the junior races. **Action: Pete**  
Chris H. is arranging glasses for adults. **Action Chris H.**

Jacqui briefly explained the increased Forestry Commission fees for races held in the Forest: £ 50.00 per race plus £ 1.00 per runner. The Forestry Commission are now also charging £ 30.00 for Toilet Cleaning. Pete has sent an email to Forestry Commission to appeal but has not had a reply yet.

Forest Mile 9<sup>th</sup> of September 2014

It was agreed that we will hold another Forest Mile Meeting in September. We will stick with the same format as before to include junior races and invite athletes from other clubs. It was decided to go with entry on the night only though.

The Christmas Tree race will be discussed later in the year.

It was asked if we would still run the mid-summer Mallards Pike race if the costs are so high. This should also be discussed at a later meeting.

## **6. Mob Match against Hay Hot Footers**

It was agreed that it would be a great idea to have a Mob Match against Hay Hot Footers at the Dorstone Dawdle Championship Race, as this is one of their Championship races too. The idea is to get as many runners from both clubs to attend, with every runner scoring according to their place in the race. Chris M. will find out if the Hay Hot Footers would like to go halves on a trophy. Chris M will also advertise on the FODAC Facebook page so that we get as many entries as possible. **Action: Chris M.**

## **7. Chepstow Athletic Club**

It was mentioned that Chepstow Athletic Club have booked the track for their Track Club Championship. This should not interfere with our training nights.

## **8. Any Other Business**

Swansea 10k

It was agreed that we would book a coach again to go to Swansea for the 10k race even though it is not a Championship race this year. Chris H. will advertise on Facebook and Jacqui will book a coach for the day. **Action: Chris H., Jacqui**

#### Youth Development League

Pete explained that he paid for the club to be a member of the Youth Development League. He took a team to Solihull where they performed very well beating Gloucester and Worcester.

He also reported on the County Championships, which produced a large number of County Champions for FODAC.

Pete would like to have a Hall of Fame for adult athletes on the website in the same way we have a Junior Hall of Fame and he will do a list of all County Champions for the Hall of Fame. Chris M. will then set this up on website.

**Action: Pete, Chris M.**

Pete reminded us that the next meeting of the Avon League will take place on Sunday, 25<sup>th</sup> of May. He mentioned that we will be represented by a large number of men but are lacking female athletes taking part. He feels that we will have to try and encourage more female athletes to take part in track and field events, maybe with the help of some female coaches.

Pete asked if it would be possible to become affiliated with Welsh Athletics, as they are offering a number of coaching and officials courses which we could benefit from. Chris H. will look into this. **Action: Chris H.**

The meeting ended at 9.30pm

The next meeting will be held on Tuesday, 17<sup>th</sup> of June.