

## **Minutes for FODAC Committee Meeting, Tuesday, 21<sup>st</sup> April 2015**

Present: Chris H., Chris M., Wendy, Jacqui, Pete, Jim, Ian, Jools, Stef

Apologies: Sharla, Bev, Graham

### **1. Minutes of last meeting and matters arising**

The school has agreed to the construction of the hammer net. It has been marked out and Pete is currently trying to find builders to get a quote. **Action: Pete**  
Pete has not yet had a chance to investigate the cost of road signs.

Lydney Parkrun: The parkrun committee have been given the go ahead from the Lydney recreation trust, but they also need permission from the Football Club and the Cricket Club and waiting for both clubs to come back to them after their committee meetings.

Portakabin: Chris M has send plan to the school to give details where we would like to put the portakabin and we are now waiting for the school to get back to us. The hardstanding area should only be done when we know what is going to happen with the portakabin. Chris M suggested that we could use rubber mats as an alternative to concrete, which would probably cost around the same, but are easy to put down and work just as well.

The school also has to come back to us regarding the metal storage shed for parkrun. Chris M has send them a plan of this too.

Chip Timing: Jacqui has not looked into this any further. She suggested that we should wait and see how the Mallards Pike pre entries are going with a bit more advertising, before investigating further. Jools questioned if chip timing is really necessary to attract runners?

The flyers have been handed out at the Half marathon and in other places and it was decided that we don't need any more at the moment. Jools suggested that it would be better to have the information on just one page of the flyer as it makes it easier to put the flyers up on notice boards etc.

The decathlon did not happen as too many coaches were not available on the day.

### **2. Treasurer's Report**

The books are currently with the accountant for the end of year audit, but at 31<sup>st</sup> March 2015 the balance in the Lloyds Bank current account was £ 9864.35. This is almost £ 3500.00 more than at the end of the previous year.

The expenditure since the first of April came to £ 1458.93, which was made up of the hire of the two gyms, track and toilets, keys, engraving of trophies a tablet for junior

registration, the Avon League Affiliation, England Athletics Affiliation and some photocopying.

The income for this month so far came to £ 1847.00, which was made up of Track fees, membership payments and interest on savings account.

We also banked £ 250.00 of parkrun money, which we are safe keeping for parkrun.

The membership payment income includes the England Athletics fee of £ 12.00 per athlete, which we will have to pass on to England Athletics.

Wendy questioned the cost of the toilet hire, which was charged at £ 10.00 per day used and this amount was agreed with Lakers School. This means we are paying around £ 1200.00 per year for the use of the changing room toilets.

Last year we deposited £ 12,000 in a Lloyds Bank Fixed Term Deposit Account for one year. This ended on the 1<sup>st</sup> of April and the money plus interest £ 127.30, was transferred back to our current account. We decided that at the moment we should not invest this money again, as we are planning to spend money on the portakabin, storage and hard standing. As the interest rates are currently very low, it doesn't seem to be worth investing the money.

### **3. Membership Report**

Chris M has now converted the spreadsheet into a database. We had around 400 members at the end of March, but so far only 130 have re-joined.

We need to ensure that new members renew their membership promptly.

Chris will send Pete a list of Junior athletes who have not yet renewed their membership as they will have to do so before they compete in the Avon League and YDL (first competition early May) as they cannot represent the club unless they are members.

Chris was given old records by Frank and Kathy and it was decided that he should only keep the last two years and destroy older records.

### **4. Coaches Report**

Pete had some adults offering to become coaches and is now looking for a Leaders course for them.

We will have 3 new coaches starting very soon. 2 students from Hartpury College and a new lady who has a Polish coaching qualification.

Andrew has nearly finished his course and achieved the Club qualification.

As Pete would like to stand for chair person, Dave as offered to take on the role as head coach once again.

### **5. Forest Mile**

There is no online entry for the Forest Mile, all entries will be on the day entries.

The Junior races will start at 6.00pm, the adult races will start at approximately 7.00pm. There will be 5 heats for adults and Chris H will post the expected times and their start time on Facebook. **Action Chris H.**

Pete will be in charge of the timing. He is hoping to be supported by track official Ted Johnson. He would like two additional time keepers and a scribe and a runner to get the results to either Graham or Chris H., who are doing the results.

Jools offered to time keep when he is not racing. Chris H will put out a request for help on Facebook. **Action Chris H.**

We have medals for the junior races and trophies for the adults.

Entry forms, pens and numbers are in the hut and St John's have been booked.

Chris M and Jools will bring water and we need to check with Sharla and Jane/Meg if they are organising tea/coffee to be sold at the cake stall.

Jools wondered if we could also provide a BBQ. Cameron the butchers in Cinderford has offered to sponsor us and we may be able to get burgers from him.

It was discussed that it may be too short notice to get a BBQ organised for the Forest Mile, but Pete will post message on Facebook to see if anyone would be prepared to run a BBQ next week. **Action: Pete**

If anyone is willing to do it Jools can try and get burgers from Camerons. **Action: Jools**

## 6. Other Races

Mallards Pike: The race is all organised and Jacqui will ask for helpers on Facebook. It may be a good idea to also email members for help and to remind them of the race.

**Action: Jacqui, Stef**

We will give glasses to all finishers again, there are plenty of glasses left.

Pete will order medals for the junior races. **Action: Pete**

The Yorkley Gallop will take place on the 18<sup>th</sup> of October and Jacqui has got the race licence and has also booked the Yorkley Community Centre. More details will be discussed nearer the time

Stef has set up a Facebook Group for secretaries and administrators of running and athletic clubs to post their races to. These can then be shared on the individual clubs' facebook pages, therefore making it easier to advertise races in this area.

Some clubs, like Chepstow Harriers and some other Welsh Clubs have already joined the page and posted some of their races to the group. Stef has contacted a long list of clubs and hopefully the group will be getting more members.

## 7. AGM

The AGM is taking place on Friday, 8<sup>th</sup> of May at the Rising Sun, Mosely Green.

The Agenda should be as follows:

1. Minutes of Last Meeting and matters arising
2. Treasurer's Report

3. Chairs Report (this is to include information for members about the application for charity status and that we will need to change the constitution for this to happen)
4. Coaches Report
5. Election of Officers

**Action: Stef**

## **8. Registration Policy and Procedures**

Chris M has been approached by Kate Dennant to read through her document for Registration Policy and Procedures and he wanted to check with the committee what we thought the correct procedures would be.

We agreed that adults should not have a two week trial period with the requirement to join the club after this period, but any non-members will be charged a fee of £2.00 for each training session.

Juniors will still be required to join the club after a two week trial period, so that the coaches are aware of potential numbers for training and children are aware of procedures and code of conduct.

We now have a tablet for Junior registration, which works very well and is much faster than the paperwork and ensures all juniors are signed in for each session. All it requires is to find the child's name on the list and enter a 1 which registers them. Pete said that this registration also gives a training history which then helps when selecting juniors for teams.

Chris M said it would not be necessary for the adult registration to be computerised and he suggested to go back to a system using a hardback book for people to sign and mark as paid. Jacqui will get book. **Action: Jacqui and Chris M.**

## **9. Cotswold Way Relay**

Jools stated that last year we paid for 3 teams, but ended up having to find 'guest' runners as we did not have enough runners. The cost for the relay is £ 110.00 per team and he wanted to know if we still want to enter 3 teams or if we should enter just 2 teams, 1 Vets team and 1 mixed team even though we may disappoint some people if they are not being selected. It was decided to go with two teams. Jools will book this as soon as he can have cheque from Wendy. **Action: Jools, Wendy**

## **10. Great British Relay**

Chris M. Found out about the Great British Relay, which is an event that will be run round the entire coast line of mainland Britain. Each leg of the race can be purchased for £ 25.00 and there are two legs available in our part of the world. They are on the 18<sup>th</sup> of June. Thursday evening from Lydney to Newnham and from Newnham to Minsterworth. We decided to book both legs and run them as an unusual Thursday social run. More details and timings will be confirmed by Chris M. **Action: Chris M.**

## **11. Any other Business**

Pete mentioned that Chris Penny's brother is the deputy mayor of Coleford and he mentioned that there are grants available from the town of Coleford for clubs who benefit the community. He asked if we are interested and has given Pete the contact details. **Action: Pete**

Stef asked if we could get a kit person. It would be good if we could have a person available to deal with the sale of club vests. Kit should only be available for sale at certain times. At the moment Wendy and Stef seem to spend a lot of their time at the start of training sessions dealing with kit sales, which leaves them very little time to warm up. If kit was only available after training and perhaps after parkrun, then it would make sales easier. Kit can only be sold if payment is made on the day.

We need to order more kit. Stef will contact Ann Nixon to do that.

We have a large number of crop tops available and don't seem to have many takers.

We will advertise these with photograph on facebook. **Action: Stef**

Wendy mentioned that the Avon League affiliation fee will have to be paid now.

**Action: Wendy**

The next meeting will take place on Tuesday 19<sup>th</sup> of May 2015 at The Fountain Inn. Parkend