

## Minutes of FODAC Committee Meeting, Tuesday, 7<sup>th</sup> June 2016 in the Club Hut

**Present:** Andrew K., Cherry, Wendy, Richard, Chris, Jools, Ian, Bev, Andrew B., Dan, Alan, Simon and Stef

Before the meeting started Andrew thanked Alan Robertson, Dan Sandford and Simon Harding who have volunteered to join the committee. Alan has joined as a general committee member, Dan will oversee the organisation of races and Simon will focus on Health and Safety.

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

Throwing Area: The hut has now been half painted inside with the help of some Coop volunteers. There has been no news on the throwing circle, we will speak to Pete and Andrew Compton to find out how this is progressing.

Gift Aid: Wendy has registered for gift aid and has to provide evidence of the registration as charity, bank statements and evidence of activities the club provide. She has asked for clarification as to what is exactly needed, before she send everything off.

### **2. Treasurer's report**

The income since the last meeting on the 3<sup>rd</sup> of May came to £ 4353.92. This amount was made up of membership fees, Fountain Five race, sale of kit, track fees and Severnbank grant, Quad kids events, 0-5k donations, sale of second hand kit, easy fundraising, a donation to parkrun (we are holding this on behalf of parkrun) and the coach to the Hereford 10k. The expenditure came to £2512.52, which was England Athletics affiliation fees, cost for Fountain Five, coaching courses, rent for Severnbanks group, Admin and paint, the course measuring for Blaisdon 10k and the coach to Hereford.

The admin costs include the text messaging service for the juniors, which includes £50.00 for text messages. If this is not used up it will be carried forward to next year. The committee decided that we will use this service for 1 year after which we will check if it has been used enough to warrant the cost for this.

The Fountain Five was a very successful event which gave us an overall profit of £609.00. The committee thanked Cherry for all her hard work to make this happen and we decided to repeat this race next year. Stef will book the Fountain Inn again for the Thursday before the bank holiday weekend, as long as this date is not in the school holidays. **Action: Stef**

### **3. Membership Report**

If everyone, who is a current member renews their membership by the end of June we will have 534 members.

So far only 277 members have paid their fees. We had 19 resignations and 35 membership application are currently under query with Cherry.  
At the end of June any members who have not renewed their membership will cease to be members of FODAC.  
Stef will put another message on Facebook to remind people not to delay paying their fees. **Action: Stef**

#### **4. Committee Structure**

Stef asked if it would be useful to have a race committee, but it was decided that Dan will be the new race director, but races will be organised by small groups of people, who will concentrate on one race each with the support of Dan.

The races we have booked this year are:

The Autumn Mile 13<sup>th</sup> September, organiser tbc

Yorkley Gallop 23<sup>rd</sup> October, organiser Dan

Christmas Tree Race 18<sup>th</sup> December, organiser Jacqui Wynds

We currently only have 4 trustees as Dave, who was the fifth trustee has stepped down from the committee. The committee asked Cherry if she would like to become the fifth trustee and she will think about it for the next meeting.

#### **5. Modification to old hut**

Dave has asked if it would be possible to cut a side door into the old hut, which is going to be the junior hut, so that we don't have to open the heavy double doors all the time, as these are actually in the way of the entrance to the track. Chris has found out that we could get a new door fitted and also get mesh for the windows to let in daylight. This would cost approximately £ 1000.00. The committee agreed to have this work done. Chris will organise it to happen during the summer holidays.

**Action: Chris**

#### **6. Race Equipment**

We need to do an audit of all race equipment as we seem to be lacking a number of signs and also need to order more tape.

For the Blaisdon 10k race we could do with numbers 1-9 for the km markers. We need more Run Route arrows, Toilet signs, baggage sign and Caution Runners signs. Dan will have a look at the equipment in the hut and then order from Running Imp. Anyone ordering from running imp should let them have Wendy as invoice addressee, otherwise we have to pay prior to delivery. **Action: Dan**

#### **7. Blaisdon 10k**

Jools has had the course measured, he has organised the race licence, race adjudicator (Pete Compton), and online entries are open on Run Britain.

Jools is also organising the prizes (Age Category and team prizes).

As the race is 10k we will have to provide a water station at about 5k. We do not have to provide bottles but can have cups and large water containers. We have to

put out advance notices along the race route. Stef will email a sample advance notice to Richard so notices for this race can be produced. **Action: Stef**  
We will advertise the race on Running Races in the South west and send emails to invite other clubs. **Action: Stef**  
There is also a link on the Gloucestershire AAA website and Dan will add it to Runner's World listings. **Action: Dan**

#### **8. Maze Runner**

Stef received an email from Brian Griffin from the Lions Club and Elton Giant Mazes. He was asking if the club would be willing to support the Maze runner races in September by endorsing them with our logo on the advertising. The committee felt that it may be difficult for us to fully support the event as we know that a lot of our runners have already booked other races for the 11<sup>th</sup> of September and it would seem strange if we are advertising it and then no club members can actually attend the event. We decided that we would try to speak to Brian at the next committee meeting to get more details and discuss how we could support the event.

#### **9. Display Board for hut**

Stef asked if it would be a good idea to have a display in the hut introducing all committee members and the coaching team to make people aware who they should speak to if they have queries. The committee agreed that this is a good idea and we decided to try and find a magnetic foil that we could attach photos too to stick to the wall. Stef will sort this out. **Action: Stef**

#### **10. Any other business**

We have found the other glass display board which was ordered a while ago for the outside of the new hut. Chris will put this up. **Action: Chris**

Signs for U in Lydney have got a Forest of dean Athletics Club sign for us which needs collecting and the will be put up by the school entrance. Simon will collect the sign.

**Action: Simon**

Bev suggested that we should have another summer picnic. Stef said that we could have this in connection with the Quad Kids event on the 2<sup>nd</sup> of July, as there was a conversation that it would be an idea to have a BBQ as this is the last quad kids event. Bev will investigate if there is interest and when people would like to have the event. **Action: Bev**

Jools has been asked if FODAC would be interested in a free first aid course for up to 12 people by SARA. In return SARA would ask for a donation to some of their future fundraising. We could perhaps send 6 people and parkrun could also send 6 people as not all run directors at parkrun are first aid trained. Stef will check with the coaches if anyone needs first aid training. **Action: Stef**

Jools will speak to his contact at SARA to make firmer arrangements. **Action: Jools**

As Andrew cannot make the committee meeting every 3<sup>rd</sup> Tuesday of the month we will have to be a bit more flexible with the meetings. The Fountain are not always able to accommodate us on other days so we have decided to cancel the 3<sup>rd</sup> Tuesday

at the Fountain and hold our meetings in the club hut. Stef will cancel the meeting room at the Fountain. **Action: Stef**

**The meeting closed at 9.10pm**