**Minutes of Forest of Dean Athletic Club**

**Committee Meeting, Tuesday, 2nd of July 2019**

**Present:** Chris, Alan, Wendy, Emma, Lisa, Dan (briefly), Stef

**Apologies:** Nick

**Not Present:** Andrew B, Andrew C, Maisy

1. **Minutes of Last Meeting and matters arising**

The Minutes were found to be an accurate account of the meeting.

1. **Treasurer’s report**

The Income since the 1st of April was £ 8,276.94. This was made up of membership fees, Race income from the Forest Mile, Fountain Five and Blaisdon, track fees, Sale of kit, 0-5k donations and the Quad Kids competition. The expenditure for the same period was £ 8,065.99. this was made up of EA affiliation fees ( included are the payments to EA for payments received in March), Race expenses for Fountain Five and Blaisdon, track and gym hire, Cotswold Way and Wyedean relays, Affiliation to Midland League, England Athletics and Avon League, Expenses for Audit and AGM, Donations to parkrun Coaching Courses, minibus hire to Midland League and miscellaneous expenses.

Wendy is still awaiting an invoice for Prizes for Fountain Five. First Aid cover was done by us, so no invoice expected.

The £75.00 donation to parkrun Ross on Wye has come from the money we are holding on behalf of parkrun.

The coaching courses were for Jo Ablett (Athletics coach £ 270.00) and Andrew Compton (Throws Coach £ 145.00).

The current bank balance is £ 19,482.37 (this includes £ 1,100, which we are holding on behalf of parkrun).

1. **Membership Report**

Cherry has updated the membership and removed any members who had not renewed their membership by the deadline of 30th of June.

We currently have 353 members of which 111 are juniors. At the same time in 2018 we had 389 members (140 Juniors).

Cherry has asked if we can delete any old race data from Love Admin, as it complicates the joining process if new members are already recognised by the system because the previously entered one of our races. Chris wanted to make sure that we can keep any financial information and are just removing the personal data before going ahead. This has now been confirmed and the data will be deleted.

1. **Coaches’ Report**

Alan confirmed on behalf of the coaching team that coaching is going very well, as we have Mark Williamson on board and Jo and Ben Oliver are also interested in attending a coaching course and are already helping with Junior training on a Tuesday evening. Jo Ablett is in the process of becoming an Athletics Coach.

We need a Head Coach who can liaise with all coaches and coordinate the coaching.

1. **Junior Text Service**

We do not seem to use the Junior text service to communicate with parents and the question was raised if we should have a text service? As not all parents seem to be on Facebook and also don’t seem to check their emails regularly it was felt that the text service would be a very useful tool if used by the coaches.

We renewed the service once, but Wendy was not sure who the provider was and she will find out if we still have an account. **Action: Wendy**

1. **Member’s Questionnaire**

Survey Monkey only allows 10 questions to be asked for free. Any more would incur a charge. Chris has cut the questions to ten and will send the questionnaire to the committee for a trial run so we can see how we can collate the responses. **Action: Chris**

1. **Throwing Area at Bream**

We are almost there with the lease. A couple of points will have to be tweaked and then it can be signed off. This should all be happening very soon.

1. **FODDC Grants**

There are grants available for specific projects, so we will try and apply for a grant for the throwing area. We can do this with the lease and a copy of Nick’s quote.

1. **Our upcoming races**

Blaisdon, 16th of July, is all in hand, First Aid is organised and race is sold out with a waiting list. Jools has to organise prizes. This race is part of the Gloucestershire Road Championship.

Dan has sorted all details for the Coppett Hill Fell race on the 17th of August.

We will not organise Yorkley Gallop this year, but perhaps try the Uphill, Downhill race Dan has been looking into. We would have to do this in Early September to have enough light to race in the woods. Perhaps this would be good as a mob match with Chepstow Harriers.

Chris is going to order some more race numbers to make sure we have enough for our races.

Jacqui has already started the ball rolling for the Christmas Tree race.

1. **Any Other Business**

Harry has decided that he can not continue to administer the men’s Club Championship. Alan will update the tables and then Andy T will take over and administer both, Men’s and Ladies’, Championships.

Walter’s race at the party in Lydney Park, is taking place on Saturday, 6th of July and we will try and advertise this a bit more on his behalf.

We have a number of fully trained first aiders in the club and Nick will coordinate First Aid for our events whenever possible. Nick has bought some full First Aid Kits for this purpose.

Ruggerbug, the company we approached for new coaching and training kit have not been able to come up with the goods, so we will have to find another company to source good quality, affordable kit.

The Meeting ended at 8.45pm.

The next meeting will take place on Tuesday, 6th of August at 7.45pm