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## COMMITTEE MEETING

MINUTES – 16<sup>th</sup> August 2010

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### ATTENDEES

Bill Hawkes  
Louise Mendelsohn  
Sally Poll

Grant Smith  
Heather Clarke  
Steve French  
Richard Read

### APOLOGIES

Jane Wood

### ACTIONS BROUGHT FORWARD

- 1) LM to review Clubmark file and update!
- 2) LM to follow up on 4 Impsport replacement tri suits.
- 3) BH to continue with Nationwide chasing – ongoing, Nationwide has not responded to letter or phone calls.
- 4) BH to add “support for races” box on membership form.
- 5) ALL to have a good play with the website to get some concrete feedback and think about adoption strategies.

### ACTIONS FROM TODAY'S MEETING

- 1) SF to update forecast.
- 2) SF to contact Marcus to retrieve membership folder.
- 3) GS to arrange for all club enquiries to go to Louise's work email address [louise.mendelsohn@exchange.co.uk](mailto:louise.mendelsohn@exchange.co.uk).
- 4) LM to email welcome letter to Grant.
- 5) SP to speak to Graham about Chris doing Sunday swimming (and lifeguarding).
- 6) SP to speak to Dave Grainger about his friend doing Sunday swimming (and lifeguarding).
- 7) HC taking swimming money on Sunday 19.09.10.
- 8) RR to agree set-up formally with Gloucester AC and agree number of taster sessions with them.
- 9) RR to write website communication to members re Glos AC.
- 10) LM, GS, GS and RW to meet to set up next year's race entries
- 11) Group 2 cycling cover: SP taking G2 on 21.08.10; LM to do G2 on 28.08.10; RR to do 04.09.10; LM to do 11.09.10; no cover for 18.09.10; SF to do 25.09.10.
- 12) SP to carry on with booking the end of season bash.
- 13) SF to organise Triathlete of the Year voting.
- 14) BH to give back copy PDFs of newsletter to Grant for the website.
- 15) LM to send recent minutes to Grant for website.
- 16) BH to follow up on car stickers.

### DETAILS

#### **1. Finances**

- Looking healthier.
  - GS still waiting for Lloyds to organise signature changes.
  - Race profits confirmed as £1,819.99 for Gloucester and £938.24 for Cardiff.
  - Nationwide BS account is still being chased.
- ⇒ SF to update forecast.

#### **2. Members**

- All outstanding membership fees have been chased up by Steve. A few left for a second chase.
- ⇒ SF to contact Marcus to retrieve membership folder.
- ⇒ GS to arrange for all club enquiries to go to Louise's work email address [louise.mendelsohn@exchange.co.uk](mailto:louise.mendelsohn@exchange.co.uk).
- ⇒ LM to email welcome letter to Grant.

### **3. Training**

- **Swimming:**
    - BTF rules say that BTF L1 coaches must either follow the templated sessions in the manual or they must have their own sessions signed off by a L2 or L3 coach for insurance purposes. If the coach is not BTF qualified then there are no insurance issues for the coach but there may be an impact on the club's Clubmark application.
    - GS has been in touch with Brian Bathgate to see if he would be interested in coaching, although Brian didn't think that £20/hr was enough for a L3 BTF coach. Grant has asked him to consider and get back to him.
    - Graham is on holiday at the moment for the summer and although he hasn't been around for the last month, this should improve.
    - Chris, Graham's assistant seems to be good so we discussed inviting him to coach Sunday sessions.
    - Dave Grainger knows someone who may be interested and Dave has given him Sally's number. Sally hasn't heard back yet.
    - Richard looked into open water swimming but it will probably get carried over to next summer because most people who expressed an interest can't make the date.
  - **Running:**
    - Feedback from Janice, Richard and Grant from Gloucester AC running sessions was excellent. Membership is £26 per year for "Second claim" membership.
    - It was agreed that we would go for this option and advertise this to club members.
  - **Cycling:**
    - G1: Tim is ongoing leader.
    - G2: LM has volunteered to be G2 leader with support from Richard and Grant with help from the committee as needed pending discussion with Rob regarding IM group training plans for next year.
    - G3: BH is ongoing leader.
- ⇒ SP to speak to Graham about Chris doing Sunday swimming (and lifeguarding).
- ⇒ SP to speak to Dave Grainger about his friend doing Sunday swimming (and lifeguarding).
- ⇒ HC taking swimming money on Sunday 19.09.10.
- ⇒ RR to agree set-up formally with Gloucester AC and agree number of taster sessions with them.
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- ⇒ Group 2 cycling cover: SP taking G2 on 21.08.10; LM to do G2 on 28.08.10; RR to do 04.09.10; LM to do 11.09.10; no cover for 18.09.10; SF to do 25.09.10.

### **4. Racing**

- Next TTG race dates Gloucester is Sunday 29<sup>th</sup> May 2011 and Cardiff is Saturday 16<sup>th</sup> July 2011.
  - Race series meeting will take place separately.
- ⇒ LM, GS, GS and RW to meet to set up next year's race entries.

### **5. Socials**

- Sally has organised a track session at Newport for Sunday 10<sup>th</sup> October 11am to 1pm.
  - Bill has organised the club duathlon for Friday 20<sup>th</sup> August.
  - Sally has looked into the Royal William near Cranham for the end of season bash. Suggested dates are 20<sup>th</sup> Nov, 27<sup>th</sup> Nov or 4<sup>th</sup> Dec. It was felt that the Royal William was a bit remote so Sally will look into the Gala Club as well for 27<sup>th</sup> Nov as a preference.
  - Triathlete of the Year needs to be voted for 3 points for first, 2 points for second, 1 point for third.
- ⇒ SP to carry on with booking the end of season bash.
- ⇒ SF to organise Triathlete of the Year voting.

## **6. Communication**

- LM to take over all incoming enquiries and send out membership packs.
- Grant has tidied it up recently – Heather thinks it looks lovely!
- ⇒ GS to arrange for all club enquiries to go to Louise's work email address [louise.mendelsohn@exchange.co.uk](mailto:louise.mendelsohn@exchange.co.uk).
- ⇒ LM to email welcome letter to Grant.
- ⇒ BH to give back copy PDFs of newsletter to Grant for the website.
- ⇒ LM to send recent minutes to Grant for website.

## **7. AOB**

- Car stickers: Bill looked into them and they are £110 +VAT for 250 stickers. It was agreed that we will do it if the forecast/budget allows.
- Club flags: Young triathletes have flags so we can borrow them.
- ⇒ BH to follow up on car stickers.

## **8. Next meeting**

- Monday 4<sup>th</sup> October at Louise's house. 19 Commercial Street, Cheltenham, GL50 2AU,
- 07739 671094