



COMMITTEE MEETING

MINUTES – 19.03.12

ATTENDEES

Steve French
Heather Clarke
Paul Stanbrook
Jane Wood
Ana Campbell

Grant Smith
Paul Yeatman
Paul King

APOLOGIES

Richard Read

ACTIONS BROUGHT FORWARD

1. PK to look into possible dates for Newport Velodrome.
2. PK to look at availability of coach hire and costs, with a view of taking club member to see the men's or women's Triathlon at 2012 Olympics.
3. Advertising space: Grant to put race sponsors on the website. Grant will take off sponsors who are not supporting future events (usually have 12 month slots). Grant needs logo, web address, email etc.

ACTIONS FROM TODAY'S MEETING

1. Grant to complete hand over to PY. Final handover will depend on bank processing signatories.
2. AC to put e-mail out that membership needs to be done by April 1st 2012.
3. JW to liaise with RR about formulating a questionnaire for new members and non-participating existing members.
4. RR to generate new membership cards once renewals done.
5. SF to forward letter to reassure members that we are legally following guidelines to provide pool safety cover.
6. JW to put out an e-mail to cycle group leaders explaining change of location.
7. Committee to rally members to support and marshal Gloucester Triathlon.
8. Encourage a new race committee to support Julie. Evaluate Glos Triathlon. Send out group e-mail, we need more members to marshal.
9. Pass on details of potential sponsors or interested parties.
10. Committee to support all the races in one way or another.
11. SF looking at role of a marshal and will put out a note outlining the responsibilities of a marshal.
12. JW will make enquiries re race night and let PK know.
13. PK will e-mail members to get suggestions for future social events.
14. PK will pick a date and organise a curry night.
15. Publicity out for the club. RR to investigate

DETAILS

1. Finances

- Grant gave overview of accounts. Balance is £1911.89.
- Balance for swimming different from breakdown because Swim Rescue Test taken out of total. Cost of Test will be recouped by not having to pay lifeguard fees.
- Steve wants to continue to review profits quarterly.
- Grant to hand over to PY. Final handover will depend on bank processing signatories.

2. Members and membership update

- Welcome to Iain Fake, Geoff Twining, Peter Jones, Melanie Nunn.
- Membership is healthy and Steve feels the club has unity and stability.
- How can we keep in touch with members or reach out to members who haven't been for a while. As a committee, show an interest and show our responsibility to our members. Do we

send out a questionnaire with new members? Grant's suggestion of bios and photos on websites.

- Do we keep membership at £30? Or do we raise the membership in line with inflation? Heather made comment that times are tough so we should keep it fixed. Steve done forecasts on various scenarios and feels £30 can keep the profits healthy enough.
- Membership fee to be retained at £30.
- AC to put e-mail out that membership needs to be done by April 1st 2012 (draft e-mail to Grant). Stress need to follow instructions for payment on the form and INSERT name.
- JW to liaise with RR about formulating a questionnaire for new members and non-participating existing members.
- RR to generate new membership cards once renewals done.

3. Training and coaching

- Swimming – healthy attendance, numbers are up. Paul Stanbrook, Roy Jones and Tim Heaysman have taken the Pool Rescue Test so are coaches and lifeguards. We are now as a club responsible for pool safety. SF drafted a letter picking out key points when attending a programmed event.
- Running – now relocated to Gloucester Park. Start time 7.30pm. Keep encouraging all to come.
- Cycling – Rob Wood has attended BTC level 2 course. Cycling well supported. JW suggested as numbers are so high that we are perhaps in the way. Relocate cycle groups to petrol station end. JW to put out an e-mail to cycle group leaders explaining change of location.
- Core strength sessions – numbers are still good. Has one new member. JW will put out a new email and considering running a 2 week introductory course as well.
- SF to forward letter to reassure members that we are legally following guidelines to provide pool safety cover.

4. Racing

- Julie sends her apologies as she has a race meeting tonight.
- Gloucester Triathlon - New course layout agreed and risk assessments being done. 75 entries so far. Marshals have begun to be organised.
- Road closure forms with police and Highways, both parties indicated should be fine.
- 2 club members are racing with covering marshals.
- Need more sponsors for the race.
- All bookings for services done e.g. venue, first aid, catering, massage etc.
- Newent duathlon going well. 125 participants so far. All road closure forms done. There are some road works to negotiate. Marshal numbers good. Sponsors and prizes going well. HC feels organisation going well. SF nominated people to organise a certain area. Chief marshal with each area so will co-ordinate group. Setting up will be done on the day.
- Committee to rally members to support and marshal Gloucester Triathlon.
- Encourage a new race committee to support Julie. Also need to consider whether building works will change the nature of the event. Will need to get quality feedback on the day to evaluate event. SF happy to approach members that we think will be interested. Send out group e-mail, spread the word we need more members to participate.
- Pass on details of potential sponsors or interested parties
- Committee to support all the races in one way or another.
- SF looking at role of a marshal and will put out a note outlining the responsibilities of a marshal.

5. Socials

- Invitation from Lions Club about race night. Unfortunately only negative responses received so PK notified them that we would not be able to attend. Matt from Lions will organise a race night with us to help raise funds. Need to look into how it could be organised. Could be open to club or GE or other clubs.
- PK suggested time trial event on Birdlip Hill with tea and cake at the end. Royal George will provide for £3.95. Would need to let them know date and numbers.
- Curry night after Newent triathlon and Gloucester Triathlon? (There will be an event after Glos Tri). Decision that curry night good idea, but keep it separate as race on a Sunday and finished and by lunch time.
- JW will make enquiries re race night with Matt and let PK know.
- PK will e-mail members to get suggestions for future social events.

- PK will pick a date and organise a curry night.

6. Communication

- Grant has nothing to report
- Newsletter – Chris produced another good letter.
- Need to get publicity out for the club. How do we co-ordinate newsletter, website and information to the local press. SF feels we should be more active at reporting sporting achievements of members or TTG as a club. RR to investigate. And get local radio and press to promote future events and the club.

7. AOB

- None!
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8. Next meeting

- 23rd April 2012 at Paul King, Mercott Farm, Minsterworth, Glos, GL2 8JG.
- PK to send directions.