



COMMITTEE MEETING

MINUTES – 20th January 2014

ATTENDEES

Steve French
Heather Clarke
Paul Stanbrook

Paul Yeatman
Debs Armitage
Pete Jones

APOLOGIES

Graham Denny
Ana Campbell

ACTIONS BROUGHT FORWARD

- 1) HC to Email out re wetsuit hire. Complete.
- 2) Bike boxes: PS to send out an email to promote the bike boxes £25 per week. Complete
- 3) Race kit storage. TTGYT are paying 25% of the cost towards storage. £192 transferred from TTGYT to us. **PY** to follow up with TTGYT committee
- 4) Life guard course completed. PS, TH, RJ, MD pool rescue test done. Invoice not received PY to send an email to chase up Invoice so payment can be made in 2013 financial year Complete
- 5) Website bios still to complete **PS** and **DA on-going**
- 6) Printing membership cards PJ to look into cost of printing. **PJ ongoing**
- 7) BTF race referee course dates Closed
- 8) Club Kit, BH notified AC that he will continue with Champion Systems for the time being. The committee discussed the Issue of supplying a subsidised bike top/gilet etc for each member. Paul Yeatman to look the level of subsidy the club could offer and afford? Paul to discuss this with BH and report back before a decision is made. With a view of implementation being offered to members April 2014. **PY Ongoing**
- 9) Club duathlon GD **ongoing**
- 10) Reinvestment in lane ropes at Brockworth. PS **Ongoing**
- 11) Email out to let membership know that TH is back as a group 2 leader. PJ to draft an email to this end and let TH to approve copy COMPLETE
- 12) Encourage relay events or team events. Talk to GD to organise some team events. PS suggested booking events and then approaching people directly to participate. Be more proactive about how we organise events. **GD on-going.**
- 13) Boxing Day Bimble CLOSED
- 14) SF met with Gemma Miles CLOSED
- 15) Request to PY to audit the club accounts before the end of March. COMPLETE
- 16) PY to prepare an end of year forecast for the next meeting. **PY ongoing**
- 17) Full discussion by the committee on the potential of offering members direct debit payment for Wednesday Swim sessions. Rethink – not a good idea. CLOSED
- 18) PY needs to send risk assessment for Gloucester Triathlon to Gloucester Highways department for approval. PY to forward assessments to SF who will follow this up with a cover note to Phil Carmeron, Head of Gloucester Highways PY to forward copies of risk assessments to SF COMPLETE
- 19) PJ raised his concerns about news items for the next electronic newsletter. PJ to e-mail out a request to the membership for stories. It was also suggested we put out a recruitment drive for committee members for next AGM. COMPLETE
- 20) Next AGM to be held on 31st March 2014. Plus book the venue: Highnam village hall proposed again Booked – confirm with Bill COMPLETE

ACTIONS FROM TODAY'S MEETING

- 1) December minutes ratified as true account
- 2) PJ found some old articles about bike maintenance on the club website, happy to reinvigorate.
PJ ongoing
- 3) Prepare end of year P&L forecast **PY**
- 4) Email membership to explain cost surplus being used to absorb cost increases elsewhere (eg pool fees) **PY**
- 5) Chase up Louise Allsop for membership form **HC**
- 6) Discuss cycle training with TH **SF**

CORRESPONDENCE

1. Letter from race gantry provider. Not taking up offer. CLOSED

DETAILS

1. Finances

- Club Accounts are still fine, have been audited, PY is doing P&L, profit is over £5k. Need to think about how to use surplus funds. **PY** to email membership detailing that cost increases (swim centres, membership) will be absorbed & not passed on to members
- Request to PY to audit the club accounts before the end of March. COMPLETE
- PY to prepare an end of year forecast for the next meeting. **PY ongoing**

2. Members

- Membership static @ 90
- Louise Allsop has paid membership fees, but form not completed. **HC** to follow up
- John Clavey is swimming but needs to join the club. Joined, COMPLETE

3. Training and coaching

- Swimming – numbers generally up, sessions are working well
- Running – core group 8-10 running regularly
- Cycling – numbers are up, turbo session still well attended – **SF** to discuss training with TH
- Turbo – well attended and hard work!
- Core strength sessions – well attended and operating every Friday.

4. Racing

- Gloucester Triathlon – nothing to report. PJ and PY to have another meeting. All on track. SF will take up sorting marshals.
- Newent Duathlon – volunteers sought

5. Socials

- Curry to be planned – post meeting sorted Action **DA**

6. Communication

- Additional text required for the newsletter – post meeting sorted

7. AOB

- AGM to be held on 31st March 2014, official invitation to be sent **SF**
- Talk to Kyle's wife regarding a trophy in his memory **SF**

8. Next meeting

- 3rd March at Ana's