

PERTH STRATHTAY HARRIERS COMMITTEE MEETING

(Redacted minutes - for publication 19/11/19)

For more information on any of the content, please email our secretary - contact details on this website.

BELL'S SPORTS CENTRE

6 November 2019 at 19:00 hrs

Committee:

JH – President

ND – Vice President

BM – Treasurer

JW – Secretary

SR – Membership Secretary

DW – 6pm Coach Rep

CR – 7pm Coach Rep

AH – Parents Represent

GG – Competition Manager

LW – Athlete Rep

IL – Facility Rep

EW – Fund Raising Rep

Apologies: IL

AGENDA

Welcome/Introduction

JH welcomed our new committee for 2019/2020 club year including the new fundraising rep.

1. President/Vice President update

To ensure effective communication and timely responses, all club related enquires should be addressed to the position of club secretary in the first instance and then on to committee or appropriate sub-group. This will allow for due diligence and is good governance.

Club Development Plan (2020-2024) will be updated in line with current aims and objectives. President and vice-President action.

Some great fundraising ideas I am aware of, many are at development stage. A big thank you to all our wonderful volunteers for making it happen.

President and vice-President were part of a senior groups coaches pathway meeting, held on 30/10/19. A lot of positives shared. An action to share a club flyer with coach reps has been completed.

The facility challenges have been (in my opinion) well managed. There will always be times when we need to take action and maybe compromise.

Club welfare update complete.

Committee were advised 2017-18 awards now complete.

A sub committee will plan for 2018-19 presentations following validation of the past season results.

Finally, thanks to Treasurer and Membership Secretary reviewing and amending some of the club banking and membership processes. They appear to be working well.

2. Inclusion Group update

Fantastic year for supported athletes, including world record, european and national titles and more athletes than ever competing in national championships.

3. 5pm group update

The 5pm group continue to enjoy training and numbers attending the group are circa 20 athletes.

4. Secretary update

Registration is going well with consistent numbers; attendance records are passed to facility mgr on a weekly basis to allow their records to be updated.

Two athletes (families) have piloted the electronic paying of nightly fee payments in advance - the register has been updated to record advance payments. Emails will be sent to the payee to confirm receipt of payment and remind athletes that registration will still be required to ensure our attendance records are accurate. Pilot now complete and this scheme is ready for a soft (controlled) roll out.

5. 6pm Representative update

There has been movement in the 6pm group with the transition of 5pm athletes to the 6pm training group.

There will be a review of 6pm athletes who are ready to move up to the 7pm training groups

6. 7pm Representative update

Numbers continue to be consistent and individual training groups are working well together.

CR has completed a newsletter for the 7pm group and will look to having this updated to the website. Well received and it is hoped that this newsletter will be repeated as and when required (action CR).

7. Parents Representative update

AH advised that any issues brought up have been completed.

8. Athlete Representative update

LW has reported ongoing increase in athletes showing interest to competitions.

9. Competition Manager update

Winter session started well with 22 athletes competing in the first indoor competition. GG stated that as a club we are required to supply officials for competitions it is recognised that there are qualified officials attached to PSH, however we continue to look for volunteers to assist at competition.

The committee confirmed that where the competition entry is managed by the PSH team manager that club entries will be covered by club funds.

10. Treasurer update

Accounts are now up to date following the AGM. Accounts set up with new bank to allow direct payments for memberships and nightly fees are in operation.

11. Membership Secretary update

Membership forms are coming in, mostly paper copies a few on-line. There has been an increase in payments going directly into the bank.

Some applications received with forms ticked as under 9, however athletes are over 9 and is chargeable. The age limits are stated on the form but sometimes causes confusion. The membership secretary will contact parents regarding payments due.

The membership form will be amended to allow 2 children to be included in the same form

A local school continues to attend our core training nights (and work independently) Negotiations continue with school to ensure club and school are covered by the facility agreements currently in place. JW will continue to report separately to ensure our records are in order.

12. Fund Raising Update

Spike swap scheme started. Old spikes in good condition donated and younger athletes can buy and pay a suggested donation of £10.00 which will go to club funds. Also, sale of club shoe bags being trialled leading up to Christmas or until no stock remains. Funding to cover cost of bags has been successful which will mean no club expense for this trial.

Provisional event in April relating to the London Marathon is at planning stage with possible sponsorship idea to raise money for club funds.

Following a review of charges for selling club vests. Committee agreed to increase cost per vest to £15.00 going forward.

13. Facility and Health and Safety update

No update / no outstanding issues. Advices received post AGM re access during school exclusion periods and affiliation with external groups is being dealt with - linked to our facility agreement in place.

14. Review of AGM Notification

Feedback received requested clearer notification of Perth Strathtay Harriers Annual General Meeting. It was stated that no change in process from previous years but all feedback is good to help improve things going forward. Comments have been acknowledged and the committee will endeavour to promote subsequent member/public meetings through as wide a variety of routes as possible and in a timely manner as per our constitution.

15. Communications

Following on from the review of AGM feedback, it has been highlighted that general club communication process needs to be reviewed also. The committee will discuss our current methods of communication and look at ways to improve communication with club members, parents, coaches and helpers. This will be taken forward to the next committee meeting. JH requested that all communications relating to club issues should be sent to club secretary who will pass to relevant committee or sub committee for action.

16. 2018/2019 Clubs Awards

Thanks to coaches/committee for nominations. Awards decided and voted on where applicable. See separate 2018/19 awards list.

Sub committee will organise awards presentations which is anticipated to take place in April 2020.

Meeting closed.