

CHAPEL ALLERTON RUNNERS COMMITTEE MEETING - MINUTES



DATE OF THIS MEETING: 9th March 2020
DATE OF NEXT MEETING: 20th April 2020

PRESENT: Suzzi Garnett, Jen Whiteman, Mike Dearden, Laura Sedgley, Paul Hough, David Allison, Tiffany Grantham, Dan Price, Sam Robins, Ben Robins
APOLOGIES: Kath Owen, Denise McGeachy

ITEM	NOTES/ACTIONS															
Membership Renewals 2020	JW updated committee regarding changed stance from GSSC committee on reduced membership fee for CAR members. JW has emailed Fraser regarding GSSC agreement to rebate £1 per member and requested written confirmation. In light of the above, the Committee voted and unanimously agreed on a proposal for 2020 CAR membership fees to increase as follows: <table><tr><th></th><th>First Claim</th><th>Second Claim</th></tr><tr><td>Standard Membership</td><td>£46</td><td>£35</td></tr><tr><td>Couple/Same Household Membership</td><td>£62</td><td>£40</td></tr><tr><td>Retired Membership</td><td>£26</td><td>£15</td></tr><tr><td>GSSC Fees paid separately</td><td>£16</td><td>£5</td></tr></table> First renewals email to be sent on 23.03.20, with two further reminder emails prior to 13.05.20 renewal deadline. SG noted that current membership card format is not practical, and GSSC have discussed at their March committee meeting. Currently being considered by Rose (GSSC Secretary). A generic card for CAR members has been proposed as best alternative. PH has created a welcome flow chart for distribution to members, covering registration to Power of 10 and joining social media platforms. ACTION: DA to draft welcome letter/email to support the flow chart. ACTION: LS to email new members periodically to remind about social platforms and Power of 10. ACTION: SG and JW to continue to liaise with Rose and Fraser at GSSC.		First Claim	Second Claim	Standard Membership	£46	£35	Couple/Same Household Membership	£62	£40	Retired Membership	£26	£15	GSSC Fees paid separately	£16	£5
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PECO XC 2019/20 Season	<u>PECO XC League Presentation, Cuckoo Bar, Friday March 27</u> - 18 CAR members listed as attending - ACTION: BR to send broadcast email reminder a week before the event <u>PECO XC Relays, Bramley Fall Park, Sunday March 29</u> - The committee agreed that we do not anticipate a significant turnout to this event, and therefore we will not provide tea/coffee or the club gazebo. However, we will publicise with an event on the website and send a broadcast message to members in case anybody is interested in attending. - ACTION: SR to put event on website and send a broadcast message <u>PECO XC Race 5 Cancellation</u> - ACTION: Check with DM if there has been any correspondence regarding funds distribution for Race 5 to host clubs. If not, BR to email Mark Hetherington to enquire. Also to suggest that Roundhay Park PECO could be earlier in season. - If there is a PECO race at Roundhay Park next year, CAR to lead and RR to support. - DA proposed to delay correspondence with Roundhay Park regarding proposal for 2021 CAR Relay Race until weather improves and dust settles on recent cancellation. - Club Championship Participation points for PECO 5 to be replaced by a maximum of 3 CAR Parkrun takeover volunteering events qualifying, rather than a maximum of 2. ACTION: SR to update website to reflect this.															

Club Championships 2020 Season	TG discussed proposal for half year review to obtain feedback from members. It is hoped that volunteers from outside of the committee will contribute to this. ACTION: TG to round up list of proposed volunteers and approach accordingly.
Beginners Course 2020	BR to provide full update at April Committee Meeting
CAR Committee Task Tracker document	This document is intended to identify ongoing responsibilities of committee members and facilitate a more even distribution of workload. Actions from previous month are to be reviewed at the start of Committee meetings going forward. DP only to mark tasks complete once agreed in the meeting. ACTION: All committee members to contribute to adding their regular/recurring tasks to document ACTION: DP to add further actions following each month's Committee meeting.
Committee Roles	Further to the above, the committee discussed and clarified the intended roles and responsibilities of all members. MD noted that responsibilities for monitoring of club inbox should be made clearer to ensure emails are not missed. ACTION: SG/PH/KO/DM/BR to trial labelling of emails with committee member name once they have responded to a message. PH was confirmed as joint membership secretary with SG. DP suggested that TG takes on role of Team Events Captain for 2020 season. Committee agreed.
AGM 2020	KO confirmed with Nicola that alternative "greener" awards can be produced – design TBC later in year. Preliminary discussion regarding strategy for organisation and assistance from Britta – it was suggested that Britta attends a committee meeting in Q3 when our attention is focussed on the planning of this event.
Regular Updates and AOB	<u>New Members Update [LS]</u> LS reported very positive feedback from new members <u>Training & Coaching Update [MD]</u> MD reported good turnout at interval sessions despite poor weather ACTION: MD to sort permission for track sessions at GSAL over summer months <u>Club Kit & Merchandise Update [DM]</u> Proposal for grey pro-vis jackets as green is proving problematic. ACTION: SR to investigate further <u>Team Events Update [DP]</u> TG to be Team Events Captain for 2020 as noted above. SG proposed a competitive mixed team this year rather than a competitive men's team. <u>Newsletter Update [DA]</u> DA confirmed that this will be launched in Spring 2020 <u>Nominations for Member of the Moment</u> ACTION: Committee to suggest a suitable MoM at April meeting <u>AOB</u> Next meeting moved back to 20.04.20 due to Easter Monday Bank Holiday Summer routes to start 08.04.20 DP requested opportunity to discuss fundraising for Kidney Research UK at Wednesday announcements given World Kidney Day on 12.03.20. Committee agreed.