



CHAPEL ALLERTON RUNNERS COMMITTEE MEETING MINUTES

12 OCTOBER 2020

Attendees

Suzzi Garnett (Sports Professional)
Jen Whiteman
Mike Dearden
Sam Robins
Ben Robins
Kath Owen
Paul Hough
Dan Price
David Allison
Tiffany Grantham

Time

2000

Chair Person

Kath Owen

Minutes

Dan Price

Apologies

Laura Sedgley

Policy for Financial Decisions

- JW noted that it would be good practice to have a fiscal policy in place in order to allow financial decisions to be made as a Committee.
- A proposal was distributed to the Committee for consideration, covering routine transactions and one-off transactions.
- Committee agreed with the proposal, but noted that introducing these measures should not overcomplicate the running of the club.
- One off transactions over £50 to be approved by a Quorum of Committee members and the bank account signatories.
- Routine transactions over £100 to be approved by a Quorum of Committee members and the bank account signatories.
- Exceptions will be identified in the guidance (eg food socials).

Bank Account Change

- JW noted that the previously approved proposal to switch bank accounts would now be recommenced after initially being stalled due to COVID-19.

Electric Boxes

- It was clarified that the 3No boxes that CAR will sponsor are on Gledhow Lane, King George Avenue and Church Lane, and it is the intention to create Strava segments between them. The total cost s £300.

Monday Interval Sessions

- MD outlined proposals for the resumption of CAR Monday interval training. This includes 2No sessions each Monday evening running in separate locations.
- 3No coaches will be allocated for each session, one lead at each location and one reserve coach.
- Bookings will be made for the sessions on a Google form in a similar manner to the Wednesday sessions.
- It was discussed that, in order to be fair, participants should initially limit attendance to once a fortnight until the Committee can establish demand.
- The sessions will be initially trialled for two weeks, at which point the Committee will reconvene to assess the format and adjust as required.



Changes to the Committee Membership

- It was noted that Denise McGeachy has resigned from the Committee with immediate effect, and Laura Sedgley intends to resign from the committee at the end of this year. The Committee acknowledged their valuable contributions and thanked them for their efforts.
- The option of adding new members to the Committee was discussed and it was agreed that, due to COVID-19 and the current restrictions on running activities, we would not add further members at this time.
- TG noted that she was aware that a club member had expressed an interest in joining the Committee when the time is right.
- Regarding Non-Committee roles, it was noted that Michael Vinegrad would be stepping down from his responsibility of updating the official Club Records. A possible replacement was discussed who has previously expressed an interest in helping out. The Committee will approach the identified member to ask about this.
- SG noted that she will be standing down as Membership Secretary at the end of this year, and it was agreed that PH would fill this role. SG will remain on the Committee in a non-core role.
- A supporting role was proposed for PH going forward – TG put her name forward and the Committee agreed with this role change. TG will also cover the role of New Members Liaison Officer, replacing LS.
- It was noted that JW is approaching the end of her 3 year tenure as Club Treasurer. JW is willing to continue her role in this position if this is allowed as part of the constitution and members agree at the AGM. The Committee decided to include this on the AGM Agenda.
- It was noted that DP has completed 2 years as Club Secretary, and is happy to continue for a third year in this role. The Committee agreed with this.
- KO noted that she will be standing down as Club Chair at the end of this year, but will remain on the committee in a non-core role. JW, BR and DP were discussed as possible replacements. After discussion, the Committee agreed that, given JW and DP are already performing core roles, BR would be best placed to fill the role of Club Chair – initially for one year, at which point all core roles will be reassessed and reshuffled as required.
- SR confirmed that he is happy to continue his role as Social Media Representative. The Committee acknowledged the great work that Sam has done over the last year in promoting the club and communicating with members, particularly during the disruption caused by COVID-19.
- A role of GSSC Liaison Officer was discussed and KO volunteered for this duty. The Committee agreed.
- BR has volunteered to create a document outlining the responsibilities attached to each core committee role for discussion at the next meeting.

Membership and London Marathon 2021

- SG noted that we currently have 146 first claim members, which means that we will only be allocated one London Marathon place as things stand. (150 required for a second place).
- The Committee agreed to push for the 5No additional members required to obtain the second London Marathon place.
- No official information has been distributed from the VLM organisers regarding the 2021 Club allocated places at this time. SG will continue to monitor this and, if possible, the Committee hopes to hold the Club Ballot at the AGM as is tradition.

Annual General Meeting 2020

- Proposed dates were discussed for the AGM. It was agreed that the Committee would meet for a dress rehearsal on 2.11.20 and the AGM will be held with members on 22.11.20. SR to send out a Save the Date Social Media post.

Any Other Business

- The Wednesday format was discussed, focussing around the possibility of increasing the number of groups meeting at a given time slot, and also priority for existing members over new members. An additional group was agreed to be added at the peak times, but this group must meet away from the club – location to be decided by the group leader.