

# Minutes of Meeting Held on Wednesday 10<sup>th</sup> August 2016

## PRESENT

Laurence Baker; Alison Leckie, Sandy Paisley ; Conor Rennie; Tracy Martin; Ricky Taylor; Julie Frew; Caron Shanks; Paul Gillon; Gillian Bruce;

## APOLOGIES

Angus Oakley; Jan Burnside; David Phee

## NO APOLOGIES

None

## MATTERS ARISING - MINUTES OF MEETING HELD ON 15 June 2016

Addition:

With reference to email from Gus regarding points discussed under AOCB at the end of meeting 15<sup>th</sup> June:

- The role of Cross Country secretary was discussed at the end of the meeting on 15<sup>th</sup> June but the role remained unfilled.

The minutes of the 15<sup>th</sup> June were accepted with the above addition.

Cross Country Secretary: it was proposed by Laurence that the post of Cross Country Secretary be filled by Gus Oakley until the next AGM in 2016. The proposal was seconded by Julie. The Committee unanimously agreed to Gus taking up the role on an interim basis.

## AGM DATES

The following dates have been agreed by the Committee:

- WEDNESDAY 21ST SEPTEMBER: 7pm, Date of AGM
- WEDNESDAY 14TH SEPTEMBER: LATEST DATE FOR RESOLUTIONS RECEIVED TO BE POSTED ON NOTICEBOARD
- WEDNESDAY 7TH SEPTEMBER: LATEST DATE FOR RECEIPT OF WRITTEN VERIFICATION FROM COMMITTEE MEMBERS OF THEIR WILLINGNESS TO STAND FOR RE-ELECTION
- WEDNESDAY 31<sup>ST</sup> AUGUST: LATEST DATE OF RECEIPT FOR RESOLUTIONS –(21 DAYS BEFORE AGM)
- WEDNESDAY 24TH AUGUST: DATE OF NOTIFICATION TO MEMBERS – (28 DAYS NOTICE BEFORE DATE OF AGM), TO BE POSTED ON CLUB NOTICEBOARD

**Action (Gus):** to notify members they can put themselves forward for positions on the Committee.

## ACTION REGISTER

Action register discussed and actions updated.

## SECRETARY'S REPORT

### CONTINUATION OF CTO ROLE:

**Action (Gus):** Gus to clarify if the role of CTO is a continuation of the current arrangement or if there will be a new role that should be re-advertised.

### Dam Park:

It was noted that the Seaforth booking for training facilities at Dam Park on 24th Aug.

### Pole Vault:

The Committee agreed in principle that the addition of a Pole Vault facility would enhance the facilities at the club and provide opportunities for athletes. The Committee await further details on equipment and proposals on development of the runway and area.

**Action (Gus):** Gus to provide further details to members on Committee roles ahead of AGM and make available job descriptions for those that express an interest.

It was noted that a proposal to change the requirement for the Club Statistician to be a Committee role be reconsidered for the AGM.

## MEMBERSHIP SECRETARY'S REPORT

The Membership Secretary's report was presented to those present. An update was discussed over the forms for Michael Bargh.

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## CROSS COUNTRY SECRETARY'S REPORT

There was no Cross Country report to be discussed.

## ROAD RACE SECRETARY'S REPORT

The Road Race report was presented to those present and discussed.

## CHILD WELFARE OFFICER'S REPORT

Paul and Alison talked thru the various welfare matters tabled at the Committee:

- Social media and digital comms guidance for coaches 2 (circulated in Committee Papers)
  - This document was adopted as Policy for Ayr Seaforth by 7 votes to 1 by the Committee.
- Specific GUIDANCE FOR SOCIAL NETWORKING SITES (circulated in Committee Papers)
  - Guidance adopted for Ayr Seaforth by Committee by unanimous vote.

Proposed Amendment:

- The proposal from Gus to amend the section in the Introduction, paragraph 2 was not supported.

First Aiders, Alison reported the following:

- 1 day First Aider course - £80 per person
- 3 day course - £240 per person (more in-depth course)

It was also advised there is was a scheme whereby of you earned less than £22k per year you could receive a £200 credit to spend towards courses.

**Action (Coach Coordinators):** Danny/Ricky to contact Coaches and determine if we have any cover (Qualified/certified First Aiders) at the moment within the coaches for club nights. Alternatively, if there are no potential volunteers then find out whether any coach or volunteer would like to attend a 1 day training course to become qualified.

## Social Media Policy:

Ricky read out a letter from Lauren on the Social Media policy. After discussing and considering the letter there was no proposal to update the Social Media Policy. Moreover it was intimated that the use of a Close Facebook group with a parent or welfare officer included within the Group is still possible within the Social Media policy.

## MARKETING

Gillian updated the committee on the latest matters relating to Marketing.

Gillian noted to the Committee that there will be a meeting with Albion Environmental in connection with Sponsorship. In support of that meeting it was noted that:

- Ladies/small size jackets with the Albion Logo will be available soon for coaches to wear.
- The Committee also endorsed the view that Coaches should whenever possible wear the new jackets with the Albion logo and help advertise the firm given the generous support from the company.

## CLUB TOGETHER

Tracy updated the group on the various CTO activities.

Tracy also requested Gus check his distribution lists to ensure she received invites to meetings and requests for reports.

Tracy drew attention to the waiting list for the club – the list is at crisis point with approximately 50 waiting to join the club. The main solution discussed which may reduce the waiting list was to set up a new Run Jump Throw group for age 7 to 8 year olds on possibly a Wednesday night (or a night other than current club nights). It was suggested a time of 6:30-7:30 may be the best slot.

**Action (Coach Coordinators):** email out to the coaches if anybody would be able to support the new group.

**Action (Gus):** to investigate whether there are suitable times at Dam Park available to be booked.

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### TREASURERS REPORT

It was noted that the Land of Burns statement and Ayrshire Championship Statement were included in the papers circulated for the committee.

### MERCHANDISING REPORT (JACKETS)

No update at this time to discuss.

### COACHING CO-ORDINATORS REPORT

No update at this time to discuss.

### AOCB

#### *Teams for Next year.*

There was a concern that next year's U15 league team may struggle to be competitive and/or find athletes to fill spaces. It was noted though movers from U13 age group coming up to u15 should help fill gaps and strengthen the team.

#### *Disability Group*

It was noted by Tracy the Disability Group sessions may need more support.

**Action (David):** to feedback to the committee on the level of support in place for the disability group and whether there are any additional helpers or support required.

***The meeting closed at 21:50. Date of next meeting: October 2016. To be advised.***