



## Quakers Running Club Management Committee Meeting Agenda

<b>Venue:</b>	Number Twenty2, Coniscliffe Road, Darlington		
<b>Date:</b>	18 <sup>th</sup> January 2023		
<b>Time:</b>	19:30		
<b>Attendees:</b>	Marc Ellis (Chair) – ME Lee Morris (Interim Secretary) – LM Ian Hart (Treasurer) – IH Helen Clarke (Membership Secretary) – HC Rob Dent (Lead Coach) – RD		
<b>Apologies:</b>	Philippa Rayner (Development Officer) – PR		
<b>Meeting Started:</b>	19:30	<b>Meeting Ended:</b>	21:55

1	Welcome
2	Apologies
3	Matters Arising & Actions From The Minutes Of The Previous Meeting
4	Chair
5	Secretary
6	Treasurer
7	Membership
8	Coaching
9	Development
10	AOB
11	Date / Time / Venue of next meeting

### 1. Welcome

- ME welcomed everyone to the meeting and wished everyone a Happy New Year

### 2. Apologies

- Received from PR

### 3. Matters Arising & Actions From The Minutes Of The Previous Meeting:

Matters Arising	Update
<ul style="list-style-type: none"> <li>• Club Kit</li> </ul>	<ul style="list-style-type: none"> <li>• Rob Gillham is managing to clear the remaining stock in the cupboard at Abbey Road, with proceeds going to St Teresa's Hospice.</li> <li>• New products becoming available at My Sportswear which is of high quality. The ordering / printing process is in place. There are new products available too</li> </ul>

### 4. Chair

Item	Update
<ul style="list-style-type: none"> <li>• Presentation Night 2023</li> </ul>	<ul style="list-style-type: none"> <li>• Date set as 25<sup>th</sup> March 2023 at Cleveland Social Club.</li> <li>• Trophies / Running order               <ul style="list-style-type: none"> <li>• 10k leagues</li> <li>• 5k handicap</li> <li>• Trail (possibly)</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• Special Merit</li> <li>• Cross Country</li> <li>• Track &amp; Field</li> <li>• Cat-arse-trophy*</li> <li>• Special Merit</li> <li>• Championship</li> <li>• Hilary Joyeux Trophy for alternate gender</li> <li>• Special Merit</li> <li>• Neil Harrington Spirit of the Club Award</li> <li>• Senior F*</li> <li>• Senior M*</li> <li>• Veteran F*</li> <li>• Veteran M*</li> <li>• Most Improved M*</li> <li>• Most Improved F*</li> <li>• Athlete of the Year*</li> <li>• Chair's Award</li> </ul> <ul style="list-style-type: none"> <li>• Nominees needed for the starred awards. LM to open nominations by email on Monday 30<sup>th</sup> January for shortlisting to close on Monday 13<sup>th</sup> February, shortlist published on Thursday 15<sup>th</sup> February, voting closes Monday 27<sup>th</sup> February to allow time for engraving. Dates to be shared in Facebook group and Newsletter</li> <li>• LM to ask for trophies to be returned by previous winners to allow for engraving.</li> <li>• LM to approach the Social Committee to ask for their involvement, and for April Corbett to publish her annual roundup.</li> <li>• LM to publish a Save the Date post in Facebook and Newsletter on Monday 23<sup>rd</sup> January.</li> </ul>
<ul style="list-style-type: none"> <li>• Officers' Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• ME would like to set up a Facebook group specifically for Club Officers, along the lines of the Coaches group. LM to create this on 23/01/23 and invite committee first, then add in officers. ME to send LM a list of Club Officers to facilitate this.</li> <li>• Another Officers' meeting to be set up before the AGM, and job descriptions to be made available for vacant roles.</li> </ul>

## 5. Secretary

Item	Update
<ul style="list-style-type: none"> <li>• AGM 2023</li> </ul>	<ul style="list-style-type: none"> <li>• AGM date set for 17/05/2023</li> <li>• ManCo to have proposal to add one Welfare Officer and Membership Secretary to the make-up of the ManCo. LM to check with EA as to how many Welfare Officer(s) are required for the ManCo</li> </ul>
<ul style="list-style-type: none"> <li>• Development Officer Role</li> </ul>	<ul style="list-style-type: none"> <li>• The Management Committee were sad to receive the news that Philippa Rayner had decided to stand down as Development Officer. We offer her huge thanks for her</li> </ul>

	<p>dedication to the role since and the huge task of guiding QRC through Club Mark.</p> <ul style="list-style-type: none"> <li>LM to post in the Facebook group that PR is standing down once a replacement is found and to ask for people to email in if they are interested in the role. If we receive more than one expression of interest we will have a vote. A job Description of the Development role to accompany the post.</li> </ul>
<ul style="list-style-type: none"> <li>Social Media</li> </ul>	<ul style="list-style-type: none"> <li>LM manages the public Facebook page</li> <li>PR manages the Instagram page, to be passed to the new Development Officer once in place</li> <li>Twitter is almost inactive, with LM managing this. LM request that we make the Twitter page inactive, it will still be there but nothing will be posted.</li> </ul>
<ul style="list-style-type: none"> <li>Foodbank – “Quakers Have A Heart”</li> </ul>	<ul style="list-style-type: none"> <li>We will run a foodbank collection at sessions and at other points for members to drop off items, with donations being shared between St Mary's (Cockerton) and St Andrew's (Haughton) foodbanks.</li> <li>This will be advertised on Facebook and in the Newsletter with the first collection being on Tuesday 30<sup>th</sup> January at the monthly steady, and will run until February 14<sup>th</sup> (Valentine's Day, hence – Have A Heart.</li> </ul>

## 6. Treasurer

Item	Update
<ul style="list-style-type: none"> <li>Current financial situation</li> </ul>	<ul style="list-style-type: none"> <li>Current balance £23156.72</li> <li>Still to pay out for some items, e.g. Club Trip and some charity donations.</li> </ul>

## 7. Membership

Item	Update
<ul style="list-style-type: none"> <li>Membership renewals process 2023</li> </ul>	<ul style="list-style-type: none"> <li>Currently 267 members, 239 full members, 26 social members and 2 second claim</li> <li>[REDACTED]</li> <li>Membership renewals will start from February 1<sup>st</sup>. HC to post on Facebook and Newsletter</li> </ul>

## 8. Coaching

Item	Update
<ul style="list-style-type: none"> <li>Coaching situation January 2023</li> </ul>	<ul style="list-style-type: none"> <li>Ray Read is undertaking the LiRF qualification</li> <li>We currently have 20+ active coaches</li> <li>Beginner's Group <ul style="list-style-type: none"> <li>To begin mid-March</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• RD to approach Steve Padgett, Roy Macdougall and Sue New as coaches for the new course.</li> <li>• New course will be once a week, probably on a Tuesday</li> <li>• EA are continuing with the online LiRF, but CiRF is now face to face</li> <li>• Possible visit to QRC by our local EA coaching representative for development of sessions</li> <li>• Eastbourne Track Renovation – no dates as yet, but possibly an April start date. RD to approach Longfield Academy about using their cinder track whilst the renovations take place.</li> <li>• February's steady will be a Run and Talk treasure hunt lead by Diane Lockhart and Brian McLaren</li> <li>• Michelle Dale has had the LiRF paid for, but would prefer a face to face course. With these unavailable, RD to approach to see if she is willing to undertake the course.</li> <li>• IH has first aid kits in his garage for coaches who hold a first aid qualification, these are to be moved to the cupboard in Abbey Road Pavilion.</li> </ul>
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## 9. Development

Item	Update
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## 10. AOB

Item	Update
• ME – 10K leagues and Championship – how far of are we from announcing the races?	• RD and Juliette McLaren are close to agreeing the venues and races for both of these. They will be ready to start in late February and will be published before this
• Flowers to be arranged for Mhairi Ledgerwood	• LM to arrange a bouquet to be delivered to Mhairi Ledgerwood who is undergoing cancer treatment. Limit of £40 agreed.

## 11. Date / Time / Venue of next meeting

- Wednesday 15<sup>th</sup> February or Wednesday 1<sup>st</sup> March, 19:30, Twenty2