

**Minutes of the Committee Meeting of the Mid Sussex Triathlon Club
The Bent Arms Lindfield, 13/1/20, 8pm**

Committee Present:	Committee Apologies:
Angela Murray- Chairman Jeremy Paine- Vice Chair Esther Clutton - Club secretary Clair Hunt -Treasurer Jason Brown -Membership Secretary Neil Giles- Head Coach Julie Williams -Open Water Swimming Jean Fish- Welfare Officer Callum Murray- Juniors Liane Davids & Hannah Droscher- Social Secretary Steve McMenamin-Volunteer coordinator/Kit Martin Shoemith-Member without portfolio (TriFest/BAR) Ricci Lennon- Member without portfolio Mark Jordan Honorary President	Jo Fleming-Race Director Mike Hook- Webmaster Roger Smith- Press Officer Paul Richardson-Member without portfolio (TriFest)

2.Minutes of Previous Meeting

The Minutes of the previous meetings were agreed.

3.Storage

Currently club equipment is stored at members' homes. This causes space problems and loads transport logistics to a few.

Decision: Agreed the club is prepared to pay a reasonable amount for storage of equipment.

Action-Jeremy Paine to research storage options

Action- Club members' draw up inventory of stock/equipment before move to neutral storage facility

4. Club Position on Members Services

As a result of losing swim sessions at Ardingly College and Cumnor House school, the club secured Strength and Conditioning sessions for members at an external gym. Club members discussed the pros and cons of member services and our CASC status.

The club's position on member services was clarified. The club's current model is that where our coaching is provided by member coaches it is delivered voluntarily without payment (other than expenses). Therefore, where we are looking to pay for a particular service, in this case specialist coaching, we will go outside of the club for provision. This also applies to other services sought by the club.

Action- Policy on Members' Services to be reviewed and updated

5.Student Discounts

Decision: The motion to reduce student/concessionary membership fees from £30 to £20 was carried by the majority.

CASC stipulates that membership be open without discrimination and that fees do not represent a significant obstacle to membership or use of its facilities.

6.Coaching and Training Sessions

The recruitment of coaches for the Level 1 coaching course is healthy. 8 have come forward from the club and potentially 3 from East Grinstead Tri club to fill a course.

Action- Neil Giles to continue facilitating Level 1 Coaching accreditation process for members

Strength and Conditioning has been popular on Saturday morning and we will aim to continue with it through the winter.

Open Water Coaching has been researched by Steve McMenamin. BTF versus Swim England accreditation discussed. It was agreed that Swim England be the chosen accreditation for our coaches in OW. <https://www.swimming.org/ios/course/2794>

Action- Steve McMenamin to continue with OW accreditation process

Extra swim session (uncoached) in the morning discussed.

Action- Jeremy Paine to research early morning swim venues for uncoached session.

Velodrome spaces have been paid for and will take place on 14th February 2020 with 16 members taking part. Club members are paying £30 each -- which is just over 50% of the cost.

Yoga to be explored as an additional session during the week.

Action- Angela to explore yoga as an additional session for members

Bike Fit option was popular with 23 members of the club. The bike fit is £125 (22 members) with a £35 contribution will cost £770 to the club and £90 per member taking up the bike fit.

Action- John Mactear to coordinate bike fit sessions and communicate with C Hunt to make payment.

Swim Analysis was made available to all members. Each member will pay £10 for the session. The swim is £22.72 (30 members) with a £12.72 contribution from the club. The club to pay £380

Action- Steve Mcmenamin to coordinate the swim analysis for members

The committee agreed to make payments for the Swim Analysis/Bike Fit/Coaching activities.

7.Juniors

Action- Callum Murray to set up a sub committee for the Juniors section

8.Welfare

BTF have a new safeguarding policy. Any BTF event requires a BTF safeguarding course completion. All members are encouraged to read the new safeguarding policy.

Action- Jean Fish to review our Safeguarding Policy and Adults at Risk Policy for the club

9.Open Water Swimming

Start /Finish dates- 2/5/2020-5/9/2020. Swim Fees - £3.76/session (Club £4.00). If conditions are good potentially we could extend the season with a £300 water testing cost.

A full description of our indemnity protocol will be sent to Chris at the reservoir.

Action- OW Committee to check venues' H&S /Risk Assessment/ protocols up to date

Calendered Events this year at the reservoir:

Duathlon-10/5/20

5,3,1- 11/7/20

Trifest -30/8/20

Paul Hedger Events

Ardingly Triathlon- White Bird 31/5/20

Swim the Lake pm 24/6/20

Safety drill date is confirmed with Chris at the reservoir. All of these events have been notified to Chris at AAC and he has informed us of the costs he will levy in respect of site usage over and above OWS. These costs for events have been notified on to the respective organisers. (Martin/Paul re Duathlon and Trifest; Debbie Ware for the 531)

Costs for events have been passed onto respective organisers

Action- Julie and Jeremy to meet with Nutickets to see if it is affordable and improves on signing swimmers in and out of the reservoir, and current paper systems.

Action- OWSSC meeting to be confirmed.

Action - Discuss with Paul Hedger re the clubs' association with the White Bird and Swim the Lake

It has been documented to Chris at the reservoir that that whereas we are happy for MSTC to be associated with Paul Hedger's events, we have no responsibility for their running or conduct. That said, we have no doubt they will be run very professionally.

10.Events

Duathlon

Decision- Go ahead on the price put forward by Chris (£162)

Trifest

Action- Jeremy to ask Chris if the Trifest date can be swapped from the Bank Holiday weekend to the 7th September if the cost could be reduced. (Done and date to stay the same)

The motion to 'keep Trifest a club event' was carried by the majority.

5.3.1

The club currently run the 3 swims separately. The cost of 5 Kayaks over 5 hours could be reduced by running the three swims at the same time. The event as currently run makes the costs prohibitive. The club currently run the 3 swims separately.

Action- The format of the event to be decided by Debbie Ware

11.Club Race

Entries are on trend. Hurst has agreed to sponsor the chip timing. Website has been updated by Mike Hook and Neil Giles has provided support with Graphics.

The bike course looks manageable as the event is on a Sunday and the contractor is unlikely to be working on this day.

12.Volunteers

Action- Steve McMEnamin to collate dates and volunteer numbers required for each event.

13.Kit

Extension till 1st March on the kit vouchers.

Action -Steve McMenamin to email members re the deadline on kit vouchers

Action- Steve McMenamin to check stock with Gunter Eiffler

Hats- It was decided that 50 hats would be ordered and the first 50 members could purchase these hats for the subsidised rate of £7.50.

Action- Steve Mcmenamin to order the bobble hats with the black and yellow knit

14.Website

To be updated as and when

15.Membership

The club has 3 new members with 3 additional enquiries. Membership stands at 169 hence the increase in BTF affiliation.

Action- Jason Brown to approve Strava/Garmin club membership

16.Press Matters

Lions Swimathon this year is raising funds for West Sussex Motor Neurone Society.

Taking place on the 10th April (Good Friday) 2020 at the Dolphin Leisure Centre.

Jim Graham has volunteered to assist Roger with the Press workload.

Action- Roger Smith to email members to gauge interest in representing the club at the Lions Swimathon event.

17.Treasurer

Action- Clair Hunt to complete Tax returns by Jan 2020

18.Social Matters

Club Dinner at the Talbot- 34 in total attending at £26.50 per head for food.

The £100 deposit to go behind the bar for drinks. There were 42 nominations. 18 members were nominated. £200 budgeted to cover spot prizes

Action- Hannah Droscher to email members with a reminder to vote.

Action- Chairperson Angela Murray to nominate an unsung hero

Action-Hannah and Lianne to liaise on the spot awards

19.Club Chairperson Report

Angela Murray summed up that the club looked in a healthy condition with regard to members and it's financial situation. She thanked everyone for their hard work last year.

20. AOB

St Peter and St James' Virtual Marathon was brought up as a potential event for members. It was decided that Julie Williams and Chris Dawson's bikeathon would be better supported if we invest our time as a club in this one event as it was for the same charity. Julie has sent out invites via email.

Action- Committee members to update policies(inc Diversity policy) and forward them to Esther Clutton at esthercluttonmstc@yahoo.com for collation

21. Next Meeting/Schedule of meetings for 2020

16th March

27th April

1st June

6th July

24th August

28th September

9th November

19th November - AGM

11th Jan

Meeting closed at 22.00 hrs