**MSTC Committee Meeting Minutes**

**8PM 2025 - Bent Arms**

|  |  |
| --- | --- |
| **Committee Members present** | **Committee Members’ apologies** |
| Chair  | Zoe Rocholl | Webmaster | Kieran Miller |
| Head Coach | Steve McMenamin | BAR Officer | John Mactear |
| Secretary | Susan Baker | Vice Chair | Mark Walton |
| Open Water | Debbie Ware | Treasurer | Clair Hunt |
| Race Director | Jo Fleming | Membership | Mandy Dale |
| Publicity Officer | Joanna Millington | Welfare Officer | Clarissa Walton |
|  |  | Kit Officer | Esther Clutton |
|  |  | Member w/out Portfolio | Paul Hedger |

Committee Meeting Dates for 2025

 21JUL 08SEP 20OCT

All meetings are held on a Monday at 8.00pm held in the Bent Arms, club members are welcome to attend.

|  |  |  |
| --- | --- | --- |
| **MINUTES OF PREVIOUS MEETING AND MATTERS ARISING** | **ACTION** | **RESPONSIBLE** |
| MINUTES OF PREVIOUS MEETING |
| 1 Swim the Lake* Options for advertising the event
* Numbers limited by kayakers – 10 Youths to 1 Kayaker, 25 adults to 1 kayaker
* Date for event 9th July 2025
 | * Continue to watch numbers to ensure correct support staff
 | MW |
| 2 Youth Tri- Training am, Race pm- Pool booked for the full day- Date for event 12th July 2025 | * Discuss with Coaches to ensure availability
* Suggested 3 X Level2 9am-3pm
 | ZR/SMc |
| 3 Website- Clear direction to races on website and for challenge options | * Kieran to update SB’s access to current website
 | KM/SB |
| 4 Treasurers Report- Possible legal requirements for how much profit a club can hold- Options discussed to use the income | - No action | ZR |
| 5 Membership Issues- Access for Mandy Dale to potential new members details | - Access now organised- Welcome pack needs updating as it is currently dated 2023 | ZR/MD |
| * MATTERS ARISING
 |  |  |
| 1 . Feedback forms* Additional running sessions discussed
 |  * Jo offered options for additional runs and 8 members showed interest across a number of days and times.
* Additional session to be offered JUN/JUL through Whatsapp
 | JF |
| 7. Website Update* Looking at potential platforms
 | * Further research needed, and support from experienced TriClub members needed
 | ZR/KM |
| 8. Club Triathlon* 245 booked so far, so hit break even on costs.
* ZR will bring kit & card reader on Sunday
* Further marketing needed for 2026 and suggestion of paying to advertise on facebook etc
* Possible forward planning for next year of a QR sign up for 2026
* 2026 Race organiser will be Nick Fellows with JF supporting
 |  * Contact MSTC members who can set up paid marketing
* QR codes set for sign up to 2026
 | ZRJF/KM |
| 9. Media* Options were discussed on how to promote the club and Lindfield Life could be advertised in plus potentially advertising during Park Runs
 | * Further research needed
 | JM |
| 10. Social events - Social Media and Communications* Officers needed for both roles
* New events to be decided upon
 | * Recruit new officers
* Options needed
 | ZR/JMZR |
| 11. Kit * Tri suits still to be collected/paid for
 | * Mark to contact those who have ordered
 | MW |
| Any Other Business |
| 12. Ardingly Reservoir* Non wetsuit over 18 degrees was a success
* Ardingly sent 5 yr rolling contract for approval and discussed expanding swimming sessions
 | MW/DW meeting with Ardingly management  | MW/DW |
| Meeting ended 21:00 |