

Wymondham Athletic Club  
Minutes of Committee Meeting  
08-Apr-2002

Present: Chris, Terry, Ian, Jeremy, Kim, Tony, Roger and Lyn  
Apologies: Eurwyn

**1. Minutes of Last Meeting**

These were approved.

**2. Round Norfolk Relay**

The following was formally proposed and agreed by the committee:

- Our entry to the RNR 2002 be open to all members and will focus on encouraging less experienced runners and newer members of the club to participate. [Some of the more experienced and faster/stronger runners may therefore be asked to step aside from participating as a runner, but instead will be asked to contribute to the event as part of the back-up team.](#)
- Our entry to the RNR 2003 will concentrate on putting forward our strongest team. The focus will be obtaining the best result possible for the club (via entry in the most appropriate category).

This above will be communicated by the Team Captains to our members at the earliest opportunity via Footprints and the next Quarterly Meeting.

Chris will inform Angie and Roy.

**Action: Chris**

**3. Update from Race Committee (Focus on 10/20M Race) – Eurwyn**

In Eurwyn's absence, Lyn read through the notes from the review of the 10/20M race made by the Race Committee, which were given to her by Roy Marchant.

The following actions are the outcome of this review:

- Purchase of a second printing watch. Tony will investigate costs on behalf of the committee. **Action: Tony**
- Purchase of plastic pipes cut to size.
- Making of concrete blocks. Terry Brannan may be able to help with this.

Additionally, the Main Committee requests the following:

- Consider improvements to the finish area.

Chris informed everyone that our Midsummer 10M race is on the same day as the World Cup final. Can the Race Committee please consider changing the start time of the race and if this is to be the case, communicate this out as soon as possible and inform Jeff so that he can update the web site and the entry forms.

**Action: Jeremy**

Outstanding from last months meeting, the Main Committee requested the following:

- Notification of who is on the Race Committee and the roles they fulfil
- That the Race Committee meet regularly and that minutes are formally taken by an appointed Secretary
- The meeting minutes are distributed to all members of the Main Committee

**Action: Eurwyn**

#### **4. Update from Coaching Committee – Tony**

Tony summarised the minutes from the Coaching Committee's meeting recently held on 25 March. Actions arising from their meeting are:

- The summer training schedules will be posted to the web site. Tony will forward them to Jeff. **Action: Tony**
- A coaching budget will be prepared. **Action: Tony**
- The Vets Track and Field representative (Adrian Dearnley) and the Coaches will discuss the whole issue of T&F and prepare a proposal to be put forward to the Main Committee. **Action: Tony**

It was noted that the dates and the distances for the Summer Handicap Series have been agreed and that Robin Stebbings will be organising and running the event this year with the assistance from Roy. Details are already on the notice board and will be posted to the web site. Lyn to forward to Jeff. **Action: Lyn**

Tony agreed to write a theme for the web site Home Page. **Action: Tony**

#### **5. Update from Treasurer – Terry**

Terry issued copies of an Income & Expenditure Account for 2001, a forecast for 2002 and Income and Expenditure Accounts for the NY Day 10K and the 10/20M races.

Outstanding actions are:

- Completion of Bank Mandate for change of signatories to include Roger. **Action: Terry**
- Members subscriptions. **Action: Terry**
- Income and expenditure budget for the 2002/2003 Race Programme. Jeremy will provide Terry with the details. **Action Terry/Jeremy**
- Income and Expenditure budget for the 2002/2003 Coaching Programme. Tony will provide Terry with the details. **Action: Terry/Tony**

## 6. Update from Membership Secretary - Jeremy

Jeremy reported the following:

- Only 50% of member's subscriptions have been received. Jeremy will put a notice on the notice board and Chris will remind members as part of his Monday night announcements. Once Jeremy produces a list, can everyone please help in chasing the offenders.  
**Action: Jeremy/Chris**
- Member's Handbook is almost complete – awaiting Chairman's address to be included.  
**Action: Chris/Jeremy**
- New membership cards are almost complete. They include the web site address.
- A standard letter will be drafted to send out to new members as soon as they join the club.  
**Action: Jeremy**

## 7. Roles and Responsibilities

With minor amendments, the Roles and Responsibilities document can now be formally adopted by all officials of the club. Roger will make the final changes needed and pass to Jeff to post to the web site.  
**Action: Roger**

## 8. Matters Arising from Previous Minutes

Items outstanding are:

- Photographs of Club Officials (for web site and notice board).  
**Action: Kim**
- Team Captain's proposal for this year's relay events and target races. Chris to chase.  
**Action: Chris/Angie/Roy**

## 9. AOB

- Start time. Can we ensure that announcements always start promptly @ 18:45.
- Can coaches always ensure that runs starts immediately after the warm-ups
- Kim will take the remaining club photos next Monday (15 –Apr).
- Kim volunteered to take over the responsibility for editing and producing Footprints. Kim will need to speak to Roy Marchant for handover.  
**Action: Kim**
- Club records/PB's should be more readily available. Roger will arrange for them to be posted to the web site once he has received them from Jeremy.  
**Action: Jeremy/Roger**
- A proposal from Roy Marchant has been received that tea and biscuits should be made free for members and should be paid for from club funds. The committee agreed not to adopt this, but that the system should continue as it is.
- Please can Tony/Chris/Eurwyn forward electronic copies of their annual reports so that Lyn can complete the AGM minutes.  
**Action: Tony/Chris/Eurwyn**

## 10. Date of Next Meeting

The date of the next Committee Meeting is 13 May 2002.

Lyn Blinko - WAC Secretary