

# **Wymondham Athletic Club**

## **Minutes of Committee Meeting**

### **7<sup>th</sup> April 2003**

**Present: Peter Clarke, Paul Wightman, Dawn Wightman, Kim Reader, Terry Epps, Karl Chapman**

#### **1. Apologies for Absence**

These were received from: Jeremy Lightowler.

#### **2. Approval of Previous Minutes**

The committee approved the Minutes from 3<sup>rd</sup> March 2003 meeting and the AGM meeting Minutes.

#### **3. Reports**

##### **3.1 Chairman**

Peter Clarke presented the following:

North Norfolk Beach runners have sent a letter to the club asking for helpers for their Daffodil run on 11/05/2003.

A letter was read out from Reepham Road runners praising the New Year's Day race.

The coaches meeting open meeting held on 24/03/03 and was a great success with many members attending and contributing.

Margaret Bailey has agreed to be ladies team captain.

Quarterly meetings it was agreed by the committee that this should be changed to half yearly meetings. A notice of this will be put on the notice board.

Club constitution and rules need to be updated.

**Action Peter**

##### **3.2 Treasurer**

Terry Epps presented the following:

A copy of the income and expenditure report, which was handed to each committee member.

The Hethersett Old school rent is paid up to 10/04/2003 and the rugby club will invoice for 9 months up to 31<sup>st</sup> march 2003.

##### **3.3 Secretary**

Dawn Wightman presented the following:

She has been asked to find out about the music licence for the Hethersett Old School. The club want to use Cds on Thursday night circuit session and we need to check if the school has a licence to do this. Dawn will be speaking to the sports teacher on her return from her Easter holiday.

## **4 Matters arising from minutes of 3/03/2003 meeting**

### **4.1 Summer/Winter handicap prize dispute**

Peter produced a letter from David Hazleton, in which he had complained about the committee's decision to only award £10.00 vouchers rather than £25.00 for the winter handicap prizes. This letter was read by each committee member.

Peter advised that we should reply to him and explain that after the AGM meeting it was agreed that both the summer and winter handicap prizes should be brought in to line and the £25.00 vouchers would be used as prizes for the 5k races in the autumn.

Karl advised that a reply should be kept short and to the point and that David should be praised and thanked for his work on the winter handicap but we must not let the matter drag on, it must be brought to a close.

Terry advised that there had been no complaints from the handicap prize winners about the monetary value of the prizes.

Peter advised that he will reply to David and show the committee members the letter before he sends it out.

**Action Peter**

### **4.2 10 and 20 mile race matters**

Peter has spoken to the owner Mr Ian Spaul and sent an apology letter to him. A copy was shown to committee members.

The girl guides have been given WAC ribbons as a thank you for their help during the races.

Peter has written a letter to The Norfolk Advanced Motorcyclists to thank them for their help. A copy was shown to committee members.

Peter advised that he has spoken to Robert Scarfe about a PA system and is waiting to hear from him.

Peter attended a post race meeting on 13.03.03 with the race committee and it was suggested that another vehicle would be needed for the next race to carry signs etc. They suggested that they hire a van. The committee agreed to this. Eurwyn also advised that he had attended a 3A's meeting and they had said that the 10 and 20 mile races were the best races we do. They wanted other organisers to adopt the idea of putting competitor's details on the reverse of their numbers.

Kim suggested that a lap top pc be used in the future at races as this would be easier to transport. She advised that a 2<sup>nd</sup> hand one could be purchased and she would be happy to look at the costs involved.

**Action Kim**

Peter advised at the next race information about where to dispose of rubbish will be put on the race instructions.

Flowers were sent as a thank you to Eurwyn's wife.

### **4.3 Coaching**

Peter advised that only 2 new members have been to the club for 2 weeks running. Are people being put off?

Paul agreed that we must make the effort to speak to people more when they come to the club.

Terry we must find out what people want from the club.

Peter asked if the coaches are trying to do this?

Kim advised that new members should receive an introduction leaflet with information about shoes, etc on. Kim produced a leaflet that was used by another club for the committee members to look at.

Peter asked if a member's handbook was ever done?

Kim advised that Jeremy was looking in to that.

Peter agreed to chase him up about it.

**Action Peter**

Paul said he could produce an introduction leaflet and would bring a copy to the next meeting.

**Action Paul**

Kim advised that members are now happier with the mass warm up and that Ron Marsh was doing well as head coach. The next coaching meeting will be on 14/03/3.

## **4.4 Club Standard Certificates**

Paul advised the committee that he proposed a system similar to that of the RRC. The system would ask members to complete an application form with the member's race times in 3 different race groupings. In all there would be 5 race groupings with members asked to compete at a standard that is used by the club at present. Paul will produce a poster and explanation to go on the notice board and the system will be put on the club website.

**Action Paul**

## **4.5 Coaches Award**

Kim the coaches have agreed that the award this year must go to the most improved newer member and they have until the beginning of December 2003 to make a decision.

Paul does that disadvantage older members?

Kim advised that they do not wish to cause any disrespect to faster members and they will be looking at people who have been with the club for less than 5 years.

Karl could the award be split as a new members award and a club coaches award?

Kim the problem arises as to who would vote for it.

Peter could it be changed to the most improved runner award?

Kim we must then decide if we should give just one award or 2 for ladies and gentleman.

Terry it must be made clear to members what the award is for.

Peter we should advise members what the awards are for.

Kim agreed to do this in Footprints.

**Action Kim**

Peter the coaches should decide on the award for the most improved runner and just one award should be made. The committee agreed to this.

## **4.6 Website**

Dawn advised that Jeff has now completed the updates on the website.

Peter advised that the clubs financial records should not be put on the website from now on. The committee agreed to this.

**Action Dawn**

## **4.7 Equipment Storage**

Kim advised that the committee should look at the option of a metal shed for equipment storage. She advised that Argos sell these for £ 120.00 to £ 160.00.

Terry we must ensure that the Rugby club would be happy for us to have one on their site and that they would not charge us to put it on the site. We must also ensure it is secured by a padlock.

Kim agreed to check this out.

**Action Kim**

## **5 Club Kit**

Roger Luck attended the meeting with his report from the clubs current kit suppliers Fastrax. He advised the committee that it would be better to keep our current club colours of maroon, grey and white because people recognised them as Wymondham colours and they are currently registered with the SEAA.

Peter asked if a vest sample could be made up in a new material, as this was the major problem with the vests.

Roger advised this could be done and that Fastrax would prepare some computer enhanced design images for us to look at.

Dawn suggested that the Norfolk be put on the back of the vest after Wymondham.

Roger agreed this could be done but he would require new typefaces for this.

Terry suggested that Roger finds out prices for the new style and asked if Fastrax were aware that we had approached competitors.

Roger advised that they were aware of this but they felt they were competitive enough for us to stay with them.

Terry asked if the club intended to make any profit from the sale of the vests.

Roger advised that we currently make about 25-50p on each vest and he suggested that to keep costs down for members that we carry on with this practice.

Paul asked if Fastrax would quote for the print in flock, which is the current form or screen print.

Roger suggested it was probably better to stay with flock but he would get prices for both types.

Peter asked Roger to speak to Fastrax and get prices and samples.

Roger agreed to do this and pass the information to Dawn to speak to the committee at the next meeting.

**Action Roger/Dawn**

## **6 Round Norfolk Relay Team**

Team captains Russell Clarke and Margaret Bailey attended the meeting to add their input to this discussion.

Peter advised he had looked at last year minutes and it was agreed that the team would be open to all categories and sex of runners. He asked if this had happened last year?

Terry advised that this did not happen; the better runners were chosen but only after asking the slower runners if they would like to enter a team but unfortunately they could not get a team together.

Karl asked what would be the most appropriate category this time?

Peter suggested that this year we enter a strong mixed team or put in 2 teams.

Karl asked how many people were needed for a team?

Terry advised that 17 people were needed to run and 2 to 3 in reserve. They also need cyclists and car drivers to act as a back up team. Ideally we would need 30 people per team.

Margaret advised that it had been suggested that this year a ladies team should be entered but they would need 17 runners and as many helpers.

Russell agreed this was a good idea but he felt they would struggle to get the right amount of ladies and helpers to cover both teams.

Terry suggested that the fastest and strongest team should be entered to give Wymondham a chance of possibly winning something this year.

Karl suggested that if we do that this year we should consider as a goal to work towards for next year that we consider entering two teams.

Peter suggested that the committee endorse last years minutes but enter our best team as a mixed team. The committee agreed to this and also to Karl's suggestion for next year.

Karl suggested that Eva Osborne and Roy Marchant were advised of this decision because they had raised this problem at the AGM in February.

Peter agreed to speak to them.

**Action Peter**

Margaret and Roger agreed to start putting a team together for the relay in September 2003.

**Action Margaret/Roger**

## **7 Coaching Equipment**

Kim advised that after the last coaching meeting the coaches have decided that they require some extra coaching equipment. These items are as follows:

A small low cost music system for the circuit training, approximate cost £30.00

2 new stop watches £6.00 each

Sam has requested a book on circuit training coaching.

Ron would like to have t-shirts for each coach with coach written on them so that they are easier for new members to pick out.

Kim said the approximate cost would be £150.00.

Terry agreed that the club would be happy to purchase these items.

Peter suggested that Sport link be approached with regard to printing the coaching t-shirts.

Kim agreed to look in to this and purchase the equipment.

**Action Kim**

## **8 25<sup>th</sup> Year Anniversary and Club Presentation Evening**

Karl Advised that there were not that many ideas put in to the suggestion box but the following were suggested:

A day trip out, meal, a relay race.

Paul suggested that we held a relay race and then a barbeque in the evening. The relay could be run to raise money for a charity.

Dawn suggested that the club raised money for Multiple Sclerosis, which Alex Hartley; a club member has just been diagnosed with.

Peter agreed that this would be a good idea.

Karl suggested that we bring the club presentation evening forward to December rather than February and hold a dinner dance and presentation.

Peter suggested that a date be agreed for the first weekend in December, so it would not clash with too many Christmas events.

Paul suggested that he and Karl find a venue that will cater for this with a disco and a reasonable priced 3 course meal. He would also sort out a ticket system for members.

Peter advised that the club could subsidise some of the cost but we would need to get a deposit from each member.

Kim suggested that Karl and Paul approached Katie Barlow, a club member who owns Reymerstone Golf club. She has stated that she would be happy to let the club use the facilities.

Karl advised that he and Paul will start looking at dates and venues and will try to get an idea of numbers and commitment from club members. They will report their findings at the next committee meeting.

**Action Karl and Paul**

## 9 Footprints Printing Details

Kim advised that she has visited the print department at Norwich City College to find out the costs for printing Footprints. They can produce an A5 size booklet with an outside cardboard cover for 0.33p, this will include 16 to 18 sheets and we can have colour but the cost would be slightly more. They will invoice us directly. Kim produced a copy of a booklet they currently produce, which was passed to committee members to look at.

Terry suggested that Kim should check that they will still be able to produce print during the summer holiday period.

Kim agreed to check this.

Peter advised that we should go ahead with this and ask them to produce 120 copies with a cardboard cover and possibly look to have them done in colour with photos included.

Terry agreed that the club could finance this at around £40.00 per quarter.

Kim agreed to arrange for the June copy to be done by the college.

**Action Kim**

## 10 AOB

Paul advised that it would be nice to produce some T-shirts for the club 25<sup>th</sup> Anniversary. Would be possible to find out the costs to do this.

Dawn should we ask members if they would be interested in purchasing them?

Karl we should put the details on the notice board with prices and ask members for cash up front before they receive the T-shirt.

The committee agreed this was a good idea and Paul and Karl agreed to find about availability and costs.

**Action Paul/Karl**

Paul advised that the club 10 mile race is a county championship and would the best team for Wymondham be allowed to compete bearing in mind previous comments made about the amount of club members available for marshalling.

Peter advised that he would speak to Russell Clarke about this matter.

Action: **Peter**

The meeting was concluded @ 22.00 pm

Dawn Wightman (WAC Secretary)

Next Meeting to be advised due to the Bank Holiday Monday







