

Charnwood

TRIATHLON CLUB

Minutes of Annual General Meeting

Saturday 21st November 2009

3pm, Loughborough University

Attendance:

Mel Handford
Jim Kersey
Paul Cousens
Martin Rendle
Paul Jarvis
Jonathon Riall
Trish McPherson
Peter Cox
John Hartshorn
Alfonso Jimenez
Karen Bell
Chris Trzcinski
James Everson-Crane

Apologies:

Jane Spencer
Rachel Burrows
Charley Quinn
Linda Rowe

Chair's Annual Report (Mel Handford)

Overall, It's been a successful year for the club both in terms of performance, and also the development of the membership increasing to almost 100. If, however, we are to continue to thrive in the future, there are some challenges to be addressed in 2010, particularly around achieving financial balance.

Highlights:

- Overall increase in membership to almost 100, with few members lost when the membership fee system changed
- Junior section has gone from strength to strength, with now over 35 members in that age group
- Some great performances, seeing club members qualifying for European and World championships across a wide age range
- Consistently good results in local races (individual & team events)
- Strong committee
- Consistent publicity levels, especially in Loughborough press
- Increased profile in the community
- Recent Aquathlon with over 150 competitors our best-subscribed event yet (a special thank you to Jane Spencer & others who were involved in the organisation & running of this event)
- More coaches have qualified or become involved with the club, and we now have plenty of Level 1 coaches (though more Level 2 still needed)
- Excellent support in terms of continued kit & prizes sponsorship from Pedal Power
- Funding from Sport Unlimited for new Saturday morning session for 15-19 year-olds (though this will only last for another 6 months)
- New swimming coach at Hind Leys (Tuesday evening) sessions enjoying positive feedback from the members there
- Now affiliated to UK Athletics as a running club (members can access "closed" races i.e. those only open to affiliated clubs such as the Derby Cross Country league and the Leicestershire Road Running League)

Challenges and Aims for 2010:

- Financial security & control: achieving & maintaining financial balance
- Stability of membership: attracting and keeping members
- Increase the number of Level 2 coaches
- Improve Club unity/integrate junior & senior sections more
- Hold an Olympic Triathlon event (jointly with 1485 Tri Club) in the Market Bosworth area
- **Delivering what the members want for your club!**

We are always keen to hear the views from our membership as to how we can improve the club – this is the time for you to raise any concerns, suggestions, ideas or issues to the committee to help us continue to move forwards, and **a short online questionnaire asking for your views will shortly be circulated**

Treasurer Report (prepared by Rachel Burrows & delivered by Mel Handford)

The figures for this report are based on figures up to including transactions from 03/12/08 to 15/11/09.

03/12/08	Bank balance = £7373.55
15/11/09	Bank Balance = £6137.12

Please refer to attached Treasurer Report for further details

- 2009 saw the introduction of members paying via standing orders/direct debit for swimming and other sessions (removing the previous cash payment system), but there are some still issues with this system:
 - Inconsistent referencing of online payments (difficult to track who has paid for what sessions)
 - Transfers are not always made on the requested date (again makes reconciling who has paid difficult)
 - Some members may be attending sessions that are not paid for, but with the current system, it makes it difficult to check

Action/Changes to current system

- **For 2010 all members will be asked to set up their direct debits/standing orders as follows:**
 - Payment date should be 1st of the month (starting January 1st 2010) instead of the 28th of each month (NB further communication to follow)
 - A clear reference should be added when setting the payment up (e.g. Surname/swim1) to enable payments to be reconciled against session attendance
- **Members will be asked to “sign-in” at coached swim sessions** on a pre-formatted sheet i.e. a simple “tick” against your name will be all that is required in order to assist the coaches and the committee reconcile attendance with payment
- If a member attends sessions that have not been paid for, they will be invoiced for the additional sessions, and also asked if they want to consider amending their direct debit accordingly if they regularly want to undertake more sessions.
- Where a number of swim sessions are cancelled due to unforeseen circumstances (as has been the case with Hind Leys this year), the committee will consider a “refund” of fees accordingly in December 2010
- **With the above enhancements to the session fee system in place for 2010, the committee therefore proposes no increase to the current membership or session fees**

Head Coach Annual Report (Jonathon Riall)

• Juniors

- This part of the club has gone from strength to strength, with the Monday evening session now full with 32 regular attendees (& new members being turned away, which is not ideal)
ACTION: 15+ year-olds to be encouraged to attend adult swim sessions to further enhance swim performance
- 4 regular coaches (1 per lane)
- Excellent performance results in events (3rd out of 24 clubs in Club Junior series, 2 individual medals for Tom Johnson 1st & Matt Parkinson 3rd in Tri Star 2 & Youth categories respectively)
- New equipment purchased
- Long term (2-3 years) aim is to expand junior section, but for this we will require:
 - More coaches
 - Additional funding
- New Saturday session at Rawlins for 13-19 year olds has been popular, but funding will run out in 6 months ACTION: explore funding option for this session to continue

• Adults

- New swim coach, Josh Maley, on Tuesday evenings (positive feedback)
- Build further links with Shepshed swimming club
- Poolside swimming camera acquired by Jon Riall to enable technique analysis

• Cycling

- Attendance at Saturday bike rides has been consistently poor (also wide potential range of abilities to cater for, so challenge for Club to organise specific ride)
- **Saturdays: Opportunity to link with Loughborough Uni Triathlon Club which rides regularly on Saturday mornings from the fountain: 9am for intermediate/ challenging 2.5 hour ride, or 11.30am for novice ride**
- Members agreed that this was a good option, and Saturday rides will take this format from 1st January 2010 onwards
- **Sundays:** numbers from Hood Park at 9am have been consistent, and this ride will continue unchanged at 9am

• Running

- Rick Velati (BTF coach) is now unable to commit to further sessions, and alternative coaching option will be explored by the Committee
- **Wednesday evening sessions will continue** for the moment at 7pm from in front of the Powerbase Gym at Loughborough Uni, with a designated session leader, as these sessions have proved popular, especially with new members to the Club

Status Reports

Events Office (Jane Spencer)

- We ran two events, one in May and the other in October 2009
- May was a children's triathlon and adults' aquathlon but October was aquathlon only.
- Both events had more competitors than ever before (150 for October) resulting in a break even on costs for May and a slight profit from October which will be ploughed back into the club
- May saw better weather than previous events held in April, so hopefully we'll keep the date
- Formed good links with Loughborough Students Union Community Action group for volunteers
- Developed links with the local council, police and highways agency to hopefully develop our events in the future
- Support from Garendon Estate to allow the adults run course through
- Started talking to other clubs with a view to do a joint triathlon next year
- Have established good links with local clubs for marketing the event

Junior Coordinator (Charley Quinn)

We have 35 juniors that come to junior sessions

- Unfortunately, only 15 are paying regularly and membership also doesn't tally
- We are running the Monday evening sessions - for 2 hours: 1 hour in the pool followed by an hour on the field in summer & on the netball courts in the winter. These sessions are now full!
- We have recently started a Saturday morning session particularly aimed at the 13+ age group. This not only gives the older ones some more individual, specific attention and time to work on some more advanced sets but may relieve the pressure on the Monday evening sessions allowing some more kids to come along.
- Charnwood Juniors came 3rd in the East Midlands Regional Competition, out of 7 teams and 24 clubs in the region! Pretty good going for a new club.
- Tom Johnson came 2nd in his age group and Matt Parkinson came 3rd in the very competitive youths.
- Other good performances came from:
 - Jack Matthews
 - Andrew Parkinson
 - Pearl and Miriam Walkuski
 - Amy Johnson
 - William Kirk
- Rachel Parkinson has offered to help with juniors race reports (we're very grateful!)
- Rajesh Gupta and Colin Johnson are both starting with level 1 coaching next year and are already helping out a great deal with Monday night sessions as is Molly Smith's dad who is a PE teacher and has some great ideas for the kids.
- Kris Walkuski has also started to take the register each week.
- We have had a delivery of trisuits that, unfortunately, didn't meet the standard required or advertised. I have returned them to be re-done and sent back. The company have also offered us the next 12 free of charge.
- Hoodies have been a great success and we are in the process of ordering some more.
- Next year we need to get on top of the money situation. We still have a few parents that pay with cheques and these need to be changed to standing orders. We (I) also need to speed up the turnaround when I am given membership forms. Any membership forms received should be sent to the secretary with a note to say that cheque has been seen and sent to treasurer.

Parents are all aware that we request payment in advance each month and have been sent the appropriate information on numerous occasions

Club Development Officer (Paul Jarvis)

Covered within the Chair's report.

Election of Officers

Chair	No nominations received	Mel has agreed to cover until new Chair found
Secretary	Karen Bell	Agreed and no objections
Treasurer	Pete Cox	Agreed and no objections
Development Officer	Mel Handford	Agreed and no objections
Events Officer	Jane Spencer	Agreed and no objections
Junior Coordinator	Charley Quinn	Agreed and no objections
Welfare Officer	Trish McPherson	Agreed and no objections
Marketing & PR Officer	Martin Rendle	Agreed and no objections
Social Secretary	Paul Jarvis	Agreed and no objections
Co-Opted member	Jim Kersey	Agreed and no objections
Co-opted member	Paul Cousens	Agreed and no objections

In addition, Nicki Haggan has agreed to be responsible for the management of the Club Kit

The Committee will meet again early in December, and if anyone wishes to be considered for the Chair, then please contact Mel direct or a committee member for more information, or see details on the Club website. Nominations should be received prior to the 3rd December

Amendments to the Constitution

- **New affiliations** to British Cycling & UK Athletics to be added

AOB

- **Club logo & branding**
 - Suggestion that Club name be changed to “Charnwood Triathletes”
 - New logo being proposed/designed
 - Associated costs to be investigated and members views to be canvassed before final decision is made
- NW Leicestershire “Active together” programme: potential for the Club to run a pool-based sprint triathlon from Hood Park – members will be kept informed of progress

Final note from chair MH – thank you once again for attending and look forward to seeing you all tonight for the Club’s Annual Awards.