



Glasgow Frontrunners 2020/2021
Committee Meeting No 10 - Minutes

Date: Monday 7th June 2021

Time: 7:30pm

Location: Zoom Conference Call

Attendance: Gerard Wallace, Alex Mudie, Simon McGillivray, Calum Macintyre, Andrew Stamp, Hilary Saunders, Lesley Mitchell, Shannon Hall, John Melling

Apologies: David Hunter

Item	Action
<p>1. Agree Previous Minutes, Secretary and Treasurer Reports</p>	
<ul style="list-style-type: none"> - The minutes for the committee meeting of 5th May 2021, Secretary Report of 5th June 2021 and Treasurer Report of 4th June were tabled and agreed. - A .pdf copy of the minutes and reports will be circulated for uploading to the website 	
<p>2. Priorities for remainder of year</p>	
<ul style="list-style-type: none"> - President sharing slides with series of priorities and actions for the remainder of the committee term <p>Completing Policies and New Constitution</p> <ul style="list-style-type: none"> - Secretary will take ownership of the (re)drafting of the new constitution and will review the following policies: Code of Conduct, Complaints Procedure, GDPR Policy - Secretary will also draft a synopsis for the members explaining the operational provisions in advance of the next committee meeting - All policies to be submitted to Alex who will review and suggest amends. *Approved policies to be implemented at next committee meeting* <p>Resignation of Run Secretary</p> <ul style="list-style-type: none"> - President reported that the Run Secretary had tendered his resignation from the committee. - Following the Run Secretary’s resignation, John will be filling in for the Run Secretary position for the foreseeable. - We would thank the Run Secretary for all of his efforts in the Committee in the upcoming newsletter. 	<p>Alex</p>
<p>Covid Levels Plan</p> <ul style="list-style-type: none"> - Considering developing a “loose framework” for a COVID levels return to running plan 	<p>Shannon/John</p>

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- The Covid Officer and Run Secretary will work together on how to communicate a clear structure to the membership
- The difficulty with the current levels system is that it has cut off some members from running because of the jumping between levels. We need to communicate a clear plan and think about doing risk assessments if we are running in larger groups.

Membership Year and AGM

- Secretary arranges and manages voting for AGM Treasurer and President have to do reports
- doing a social event at the end of the AGM? the AGM would need to be done virtually this year.
 - i. Calum will think about this as a possible social 8th/15th if we do the AGM on the Thursday 14th October
- Give members specific notices in terms of timings required under the Constitution
- Committee positions are not defined in the constitution - do we need to confirm the positions we have this year? Or do we want to change that? ***Look at recruitment and how we start speaking to people about this***
- updating membership form to collect ethnicity data and jog leader registrations
- Updating payment links on the website for the full year
- Member communication in advance re collection of payments
 - i. membership payments coming up put out the sort of social media coming up
 - ii. Some people have struggled to use the checkouts and sign up
 - iii. social media pages - **Gerard will put this up so they can access the checkout**
- The reports on stripe and reconciliation of membership data - choose C25k subset in the Stripe reports see if codes can be added to the items.

**Alex/Gerard/
Simon**

Calum

Alex

Alex/Gerard

Gerard

Gerard/Calum

- Get that out to the members to have that payment - if you don't pay they will be removed as an active member - as of next week.
- Set out a reminder on this and get clear instructions on this and send this out to them, get it in the next newsletter and on the running sheet.

Kit and Couch to 5k (C25k)

Kit

- we order samples so we are satisfied with quality, estimate stock requirements and get a slight uplift on each size - get the JL tops for **active** jog leaders only - it also gets new jog leaders and coaches coming on board - its a nice bit of branding
- Could we throw in a free mask for the members? Give them something back? It's a decision - we send it out with the HomeRun t-shirts - its a bit of branding - we don't want to wait until we're all back together and running.
- There are two mask options one at £6 plus VAT and one at £2.50 plus VAT (can order up to 300 at a time). We will place an order so that all members ***approved by committee***

C25K

- We're in level 2 and can do a Graduation Run - first run in July is in week 9 of the programme.
- Doing the graduation run at the weekend would be nicer
 - i. Where and what route? Do the usual park run route - get some people to come along and support - we could get away with having the 50 in one place anyway - it would be a nice thing to offer anyway - 50 would be the max anyway
 - ii. There was an email from Victoria Park - are park runs starting up again - they might be delaying park runs -

councils are refusing permissions with the number of people that will be there - they are reluctant to start it up

iii. Junior park runs have started - these are on Sunday mornings -we would want to avoid the Sunday morning

- Take on organising and making it happen - Shannon will be able to help in with John - John is happy to help and Lesley too (C25k graduation)
- If JLs are comfortable, do we just merge jog leaders into a single C25k group with everyone leaving from a more central position?
- Glasgow Green is going to be affected by the supporter zone for the supporters - get everyone to meet in George Square in one week
- Most runs that Hilary/Lesley have led would not make it over 15
 - i. Hilary checks the sheet just before the run - a lot of last minute cancellations
 - ii. It is happening quite widespread across a lot of the runs ***something to include in this month's communication***
 - iii. The Arc is still being used as a testing facility but we should be able to retrieve some of the current kit that is there and offer to C25k graduates for completing their course.

**Shannon/
Lesley/John**

Other Things

- Run Rotas
- Monthly comms and social media - Gerard will keep on top of this
- LGBTQIA+ days
 - i. Pride Month**

<ul style="list-style-type: none"> ii. Get a run organised in the last weekend of the month <ul style="list-style-type: none"> - a GFR Pride Run - get it done on the last weekend. Or do it on the Monday, Tuesday, Wednesday, 6 days - get it involved as a virtual run. We could do a Strava group theme - Arc <ul style="list-style-type: none"> i. might be worth getting the float out and sticking it in the bank account ii. Gerard would need a volunteer to store things - Andrew will hold onto the shirts. - Red Run <ul style="list-style-type: none"> i. vague plans for the next committee? Not something we need to prioritise but it would be good to get something done - Booking somewhere for Christmas social too possibly 	<p>Andrew</p>
<p>3. OutRun/Home Run 2</p>	<p>Andrew</p>
<ul style="list-style-type: none"> - If organising as an 'in person' event, we run the risk of having changing Covid restrictions - we have a limit on the number of runners starting at a time - We have reached out to Scottish Water. As yet we don't have full clarity of what the route could look like in August. We would need it replanned, remeasured and recertified to get this approved in time for the event - Proposed date: 21st August 2021 - The bandstand and GCC are not clear about what the restrictions will be like on the date of the event. - The proposal at the moment is that we have a "Home Run 2" open to all members and non-members <ul style="list-style-type: none"> i. we might be able to have a number of club runs on the day - we could go up to 50 people - we could have 8 or 9 different starts in the day (assuming restrictions don't change) 	

- From a comms perspective, we need one set of communications that the event will be a 'virtual' event.
- It might be possible to have a 'post run gathering' for people after the event. We could look to try and book something instead depending on uptake and restrictions.
- If we propose to offer an 'in person' event, we risk losing club money with deposits if we don't have clarity on cancellations/refunds
- Lets get everyone involved in this and we can raise money for people - offer membership a free tshirt
- Figure out the graphics this year and post a 'save the date' for our members
- **Have a sub-committee** - Andrew is looking at getting people involved as soon as possible - the only thing that needs to be done immediately is having the event set up on the online portal
- John is working on a graphic - one proposal is to flip the colours of last year's HomeRun tshirt or invert the current kits colours
- Andrew has approached Queens Cross for sponsoring the event
- Charity suggestions - MindOut/SAMH - we want to ensure that a selected charity allocates its profits specifically for LGBT+ projects

John

4. AOB



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<ul style="list-style-type: none">- people doing junior runs - looking for people to join in and help at the weekends - put it out in our next newsletter- Notification about Mike leaving- getting a potential comms officer - we can do a vote informally -but will need a note of appointment through the secretary- Suggest the 24th of June as the long stop date for membership payments- Newsletter - Junior Park Run at Elder Park - Lesley will try and get a contact before the newsletter goes out - anything else that can be passed along	Lesley

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