

BRJ Committee Meeting

Thursday 15th June 2023

Present: Sam Ahern, Felicity Baillie, Sophie Etheridge, Heledd Marshall-Roberts, Nicki McMahon Paul Mitton, Annette Newton, Tim Phillips (from item 6, Kate Ruddock

Apologies: Claire Ashton, Anna Best, Clive Best, Ian Shipley, Lisa Shacklock, Emma Stevens,

1. Welcome		
2. Minutes	<p>Minutes of the committee meeting 29th April were approved.</p> <p>Some new committee members are not receiving the BRJ committee emails, including, Heledd, Kate, Felicity and Tim. They and Sophie have also not received emails sent to their brj email, @brjrunandtri.org. Clive to review and check these email links.</p>	CB
3. Action Points	<p>Sunday Run</p> <p>Tim and Felicity have organised the Sunday runs and Tim is posting photos on facebook. It was agreed to continue with the runs and consider adding cycle and swimming options if leaders become available to sustain these.</p>	
4.	<p>BRJ 35th Anniversary</p> <ul style="list-style-type: none"> • Kit memorabilia .Hats and T shirts have been designed and ordered. Further orders can be made for T shirts via Clubpal. • Proposed Events • Wednesday 21st June Longest Day Runs (Paul and Felicity have organised, but needs further promotion) • Wednesday 5th July Guestimate (Kate and David to organise, needs promotion) • Monday 24th July Invitational Run (Paul and Felicity to organise, invite other clubs, send route to Annette for Monday club run schedule) • Sunday 27th August Steeplechase (David and Kate to organise) • Sunday 3rd September Summer Party • Sunday 1st October Bacon Butty Run • Monday 30th October Halloween Run • Saturday 11th November Quiz Night • Saturday 16th December Christmas Party • TBC Santa Run 	<p>PM/FB/ SE</p> <p>KR/DN</p> <p>PM/FB</p> <p>DN/KR</p>
5.	<p>MEMBER ENGAGEMENT</p> <p>Club activities have increased but some activities have a low take-up from members. Table at end of minutes shows sessions booked on Clubpal 1st April to 12th June 2023.</p>	

	<p>Claire asked the committee to consider the possible reasons for this and ways to increase member engagement.</p> <p>Communication Sophie said that there has been a significant increase in people accessing Facebook and Instagram posts. However information on events and activities can get lost in the many posts. For example, Kate circulated the committee with the proposed Anniversary Events requesting a ‘Save the Dates’ message but this has not happened. Suggestions include;</p> <ul style="list-style-type: none"> • Event organisers follow up requests with Sophie to ensure the level and range of communications is agreed. Sophie will do an Anniversary Events poster and individual posters for each event. • Repeat posts on Facebook and Instagram as reminders when promoting an event or activity. • Add a section at the end of the weekly email ‘Future BRJ Events’ so that these dates are repeated weekly and easily found. <p>Club Sessions There may be an annual cycle of member engagement in some activities, Nicki said that whilst numbers attending track had decreased since April, this pattern is similar to last year, and increased again in the autumn. Sophie said that the Monday pool swim was generally well attended, but numbers decreased in the summer when some people switched to lake swimming, others did both. Suggestions include;</p> <ul style="list-style-type: none"> • Continue to analyse activity data from Clubpal to understand any annual patterns. • Promote a club activity at specific times. Eg Paul suggested promoting track in September. The recent ‘try track’ as part of Global Running Day brought new people to track, this could be repeated. Other clubs could be invited to join the track sessions. • Video some club activities. Kate suggested these could be shown at some of the indoor social events, eg Quiznight • Coaches, leaders and committee use informal networks and opportunities to discuss and promote club activities. • Some activities may take time to build, eg cycling. 	<p>All</p> <p>CA</p> <p>All</p>
<p>6. Officers Reports</p>	<p>MEMBERSHIP Nicki reported that there are 49 Juniors, 188 Seniors, including 16 life members, 6 beginners and 1 associate members. Nicki is contacting people who have not rejoined.</p> <p>CLUB CAPTAINS</p>	

	<p>Paul and Felicity have arranged the ‘Longest Day Runs’ and will organise the Invitational Run, contacting local running clubs and groups to invite them to join us.</p> <p>MULTISPORT</p> <p>Swimming</p> <p>It was acknowledged that new systems are required when having several people organizing the lake swimming, rather than one person. Rachel had well established systems</p> <ul style="list-style-type: none"> • Sam will update the EAP. • A First Aider is required at the lake swimming. • Sophie suggested the risk assessment should be checked each session to ensure there are no new issues • There was discussion of the requirement to swim 750 metres to be able to attend the lake sessions, and whether it’s possible to have a shorter swim route. Sam and Sophie said this would not be safe as a shorter route would still take people into deep water with more weed. • It had been difficult to get sufficient volunteers. It was agreed to have a volunteer sheet at the lake session and encourage swimmers to volunteer for a minimum of one session. Sam to message/ email members requesting volunteers earlier in the week if more volunteers are required. <p>Cycling</p> <p>Tim said attendance at the recent cycling/ brick sessions was low, but there was very positive feedback from those attending. Tim will plan a further 4 sessions, with a different venue and starting later.</p> <p>COACHING</p> <p>First Aid Training</p> <p>Paul has organized First Aid training for 10 people, Saturday 8th July, 9.30-3.30. total cost £450. This is a requirement for coaches, and for leaders at some club sessions, to include Juniors, lake swimming, club runs. Sam and Tim are First Aiders. Check if other coaches/ leaders are already trained and agree attendees.</p> <p>Juniors</p> <p>Report circulated. Heledd explained the changes to encourage and support children participating in races. It was noted that 6 BRJ juniors in the first Peterborough Grand Prix Event.</p> <p>Fundraising</p> <p>Fundraising events listed under 35th Anniversary. Felicity will setup a QR code for fundraising</p> <p>Communications</p> <p>Annette will share the BRJ google drive and Sophie will collate a photos folder for publicity. Sam will send Sophie a link to make QR codes for events</p>	<p>SA</p> <p>SA</p> <p>TP</p> <p>PM</p> <p>FB</p> <p>AN</p> <p>SA</p>
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	<p>Welfare Nothing to report</p> <p>Kit Anna has running vests and T shirts in all sizes</p> <p>Finance Ian circulated a report; There is £16,400 in the bank account. Paul Mitton has been added to the bank mandate When pricing things we need to add at least 10% on cost to cover the costs of Strip, Clubpal etc.</p>	
7.BRJ Events	<p>Ouse Valley Way Marathon</p> <ul style="list-style-type: none"> • Gerry circulated a report. 21 people have registered for the marathon. The planning group is meeting 20th June. Gerry requested support from the committee to promote the event. Suggestions include; • Frequent posts on Facebook and Instagram with updates and stories to encourage people to register. Sophie can assist with race promotion • Promote the 2 person relay, this is not on the poster. This could be promoted more with local clubs • Encourage BRJ members to register for the marathon and 2 person relay. • Paid advert in trail running magazine • Circulate running clubs across East and East Midlands • Email previous participants who agreed to be contacted for future events <p>Annette to discuss with Gerry</p>	AN
8. AOB	<p>Inclusive Activity Programme Sophie to check dates with Living Sport, Annette to circulate coaches/ leaders.</p> <p>Cycling Nicki has received inquiries about cycling options. To forward these to Tim.</p> <p>Friday Run Nicki will organise the 6.00am Friday Run with Kerry and Natalie.</p>	SE/AN NMc/TP NMc
Date of Next Meeting	To be confirmed	

BRJ Run and Tri Session Attendance

April 1st to June 12th 2023

Session	Number of sessions	Average attendance	Revenue	Running costs	Profit or loss
Monday swimming	7	16	£575.00	£555.24	£19.76
Beginners' running	15	5			
Lake swimming	7	13			
Senior track	9	8	£581.97	£315.00	£266.97
Juniors	8	28			