

**Oxford Tri Club Committee Meeting
Monday 8th February 2010**

Present

Ian Loades (IL)
Claire Loades (CL)
Abbie Clare (AC)
Tim Doole (TD)

Heather Grimes (HG)
Steve Slay (SS)
Ian Smith (IS)

Apologies

Mark Herd (MH)
Mike Dunmore (MD)
Phil Richards (PR)

Richard Dunbabin (RD)
Simon Rayner (SR)

Guest Attendees

Andre Blincowe
Stefan Pearce - Regional Programme Manager for British Triathlon

Item	Action	Who
1.0	Minutes from last meeting <ul style="list-style-type: none"> • all ok. 	
2.0	Youth Development (moved from itel 4.0) <ul style="list-style-type: none"> - We were visited by Stefan Pearce (Regional Programme Manager for British Triathlon) to discuss how Oxford Tri could develop a youth section in the club. In his capacity as Young persons co-ordinator, Andre Blincowe also kindly attended the meeting. - Stefan outlined his role within British Triathlon and stated that he felt that a club of our size (one of the top 5% countrywide) really should have a junior section (we are the biggest club in our region). - Ian re-iterated the point that we would need additional sessions in order to accommodate increased numbers as we are already at capacity with our swim sessions. - Stefan thinks that there are around 120 juniors (between 8 and 18 years old) coming through a number of schools he has been in contact with that would potentially be interested in triathlon training of some description. - British Triathlon would be able to provide a coach to support our coaches for up to 6 months (6 hours a month) - with potential to extend this if required. - Suggestion of providing taster sessions at schools (a number of the schools mentioned have their own leisure facilities). - We expressed concerns over providing suitable changing facilities for minors and that we would not end up being a 'baby sitting service'. We would want a responsible parent/adult present. - Stefan is going to see about finding additional 	Ian S

	facilities/sessions for us (pool time) and report back on what his expectations and our responsibilities are.	
3.0	<p>Bike Maintenance course</p> <ul style="list-style-type: none"> • Further to the discussions that have been taking place via email , it was decided that we would take Jared up on his offer to provide a bike maintenance training course. Suggestion is that we provide the venue (OXRAD) and refreshments, and the members then pay a fee of £20 for 3 hours lecture/demonstration style workshop. They can then feed into the Oxford Cycle Workshop scheme if they want further training. • Ian to speak to Jared, and then email club with details. <i>Action: Ian L</i> • If it proves popular, we can put on a number of workshops. 	IL
3.0	<p>Coaching update</p> <ul style="list-style-type: none"> - Coaches had a meeting last week - Phil to write up notes. - We have enough coaches to cover the 'try a tri' initiative. - Look at providing some coaching on Sunday rides. Ian will do a 'beginners' ride approx 1 x a month from OXRAD. HG also expressed interest in doing this (maybe departing from Abingdon). 	
4.0	<p>Track Session Update</p> <ul style="list-style-type: none"> - Ian is waiting to hear from his contact at the Council. Abbie agreed to chase up and will give Ian his telephone number. - Coaches are in place. - Just negotiating with the council how we will pay for sessions (to allow members to get this through prepay). 	
5.0	<p>Size of Club</p> <ul style="list-style-type: none"> • Club is potentially becoming too big. At the moment, we cannot accommodate everyone at the swim sessions. Sign up is in place, but this is inevitably going to exclude some people - not ideal. • Some members feel they are maybe not getting enough value. • Monday and Friday swims always get full around this time of year - it should ease! At the moment, people are block booking swims - we will ask people to only book one week in advance and only after the previous swim has taken place. • We need to remind people that this is a fairly lean time of year for sessions. Come Spring/summer, we should have 3 pool sessions, 2 open water sessions, 1 x turbo session, 1 track session (possibly another run before Monday swims) a week, BAR events 2 x a month. That is actually quite a lot, but people sort of 	

	<p>forget that at this time of year! Ian will send out a 'bear with us' email and remind people what is coming up. Action: Ian L.</p> <ul style="list-style-type: none"> • The newsletter would be a good way to communicate out to members what is coming up and what we are planning. Heather to contact Sarah to see how this is coming along. Action: Heather (done) • The other issue is where are we going as a club in general. Do we want to cap numbers and concentrate on the members we have, or let the club grow, and go all out to offer more sessions, more coaches etc - for further discussion! 	<p>IL</p> <p>HG</p>
6.0	<p>Legal Status of the Club</p> <ul style="list-style-type: none"> • We should register the club as a 'Community Amateur Sports Club' - this would give us • 80% mandatory business rate relief • The ability to raise funds from donations under Gift Aid • Tax-free income from interest and capital gains (used for qualifying purposes) • Exemption from corporation tax on trading income (up to £30k) and income from property (up to £20k) • In order to be eligible, the club must: • Be community-focused and open to all without discrimination • Have a core purpose in the promotion of amateur sports recognised by the Sports Councils • Reinvest any income back into the club • Currently the club turns over approx £20-25k. • Ian has the documentation for this and will look into it further. 	
7.0	<p>Remuneration of Coaches</p> <ul style="list-style-type: none"> • IL proposed that Level 2 and 3 coaches pay £25 membership fee and then receive prepay for nothing. • Level 1 coaches pay £25 membership fee then pay ½ price for prepay. (they will join for the full amount via the website, then receive a refund). • All voted in favour • This will apply to active coaches (we have not specified what 'active' means, but it will require a degree of honesty from those involved). 	
8.0	<p>Membership Update</p> <ul style="list-style-type: none"> • So far 117 have renewed • We had 274 members at the end of 2009 (242 at end of 2008). • usually about a 30% attrition rate. • Prepay about 41% • 20 new members since January (over half have 	

	<p>prepaid).</p> <ul style="list-style-type: none"> Usually get 80-90 new members a year (often around Blenheim time). 	
9.0	<p>Tri related services on the website</p> <ul style="list-style-type: none"> carry over to next meeting 	
10.0	<p>Coaching Weekend</p> <ul style="list-style-type: none"> Steph Page has proposed we run a coaching weekend with a guest coach. Initial email to members has proved positive with approx 30 people interested. Suggestion to ask Phil to tender to do this (on a professionally paid basis). 	
11.0	<p>Web Committee Update</p> <ul style="list-style-type: none"> Renewals are working really well - THANK YOU NICK!!!! Nick is planning on upgrading the software behind the website. Next stage is to look at enhancing the layout/appearance of the web page. Ian S, Ian L and Nick to have a meeting to discuss how best to go forward with this (and future maintenance of the website). 	
12.0	<p>Radley Swim Session</p> <ul style="list-style-type: none"> It is proving difficult to get lifeguard cover for the proposed morning swim session. Claire to see if we could possibly pay the Radley lifeguard a bit extra .to make it worth their while(Claire to speak to Les). Action: Claire Our insurance stipulates that we need a lifeguard in attendance at pool sessions #(but apparently not at open water sessions!) - maybe have a similar disclaimer? Ian L to check our insurance requirements. Action: Ian L Claire to see if we can have an evening session at Radley. Action: Claire L 	
13.0	<p>Financial Review (Q1)</p> <ul style="list-style-type: none"> Steve S is going to shadow Richard D's work as Treasurer to act as a back up. Richard was unable to attend this meeting, so Steve presented the Q1 figures (Oct 09 - Dec 09). All seemed in order. 	
14.0	<p>Open Water Venue update</p> <ul style="list-style-type: none"> Good news, the committee at the Dorchester Sailing Lake have met and agreed in principle that we can use their lake. Hopefully for the same sessions that we used Cassington. There will be a charge of £35 per hour - however, they have good parking and a club house with showers etc. 	

	<ul style="list-style-type: none"> the lake is situated just outside the village of Dorchester approx 6-7 miles from Oxford (off the A4074) We have also had a positive response from the Oxford Wakeboarding Lake (across the road from Dorchester!) - HG to arrange a meeting with Ian L and the wakeboarding club to see what they have to offer. 	
15.0	AOB <ul style="list-style-type: none"> Pre-pay fees for Juniors. It was agreed to offer juniors (under 16) £15 membership fee, ½ price prepay or £1.50 a session. Committee voted - all agreed (this will be done on a refund basis). Club Relays - agreed that the club will subsidise entry fee - members pay £30, club will pay the difference (£9.50). Adam Moore to organise. Suggestion of having another beginners evening. Peter L and Noe organised last time - Ian to ask if they would like to do it again. Blenheim - we have agreed to volunteer again. Free places from last year have been processed. Survey will be sent out again with reminder to fill in before end of february. 	
	Date of Next Meeting Monday 8 th March - 7.30 at OXSRAD - room booked	
Action point summary		
Ian Loades	<ul style="list-style-type: none"> Speak to Jared re bike maintenance course Email members re above Email members with 'bear with us email' Meeting with Ian S and Nick re website check insurance with regards to swimming (lifeguard cover) Speak to Noe and Peter L re beginners evening Chase up council contact re track 	
Ian Smith	<ul style="list-style-type: none"> Meet with Nick and Ian L re website 	
Mike	<ul style="list-style-type: none"> Chase up money in building society account 	
Claire Loades	<ul style="list-style-type: none"> Check with Les re paying lifeguards and eve swim sessions. 	
Heather Grimes	<ul style="list-style-type: none"> Organise meeting with Oxford Wakeboarding Club re open water. Contact Sarah re newsletter (done) 	
Abbie Clare	<ul style="list-style-type: none"> Give Ian number for council contact - done 	

HG/19/02/10