

Peebles Cycling Club
Minutes of Committee Meeting
7:00pm, Wednesday May 20th, 2020
ZOOM Virtual online meeting

Present: Chris Gilfillan (Chair), Kevin Chalmers, John Miroslaw, Donald Grigor, Matt Smith, Andrew Isherwood, Alan Gray

- 1. Apologies:** Margaret King, Pippa Tanner, Amy Ferry
- 2. Minutes of the 22/4/20 meeting:** - These were agreed as a true record of the meeting.
- 3. Matters arising** and actions carried forwards
 - 3.1. The club charity for 2020 is West Lothian Cycle Circuit and the club will donate £500 asap.
Action Garth
 - 3.2. There is a list of club assets and this should be incorporated in the new club website.
Action John
 - 3.3. Need to confirm that SC have paid £300 grant for 2 club volunteers who have completed their L2 MTB Leadership training. **Action Garth**
 - 3.4. First Aid. Visibility of first aid status of coaches and leaders (qualification, expiry date etc.) is needed. **Action John**
 - 3.5. Due to the continued problems for members using LoveAdmin as our membership system it was agreed that we should investigate alternative systems. That will include the BC system and mandatory BC membership. **Action John and Garth**
 - 3.6. Transfer of control of the clubs account to Garth is complete except for Internet Banking.
Action Garth
 - 3.7. Once Internet banking access is working in the next few weeks a full analysis of the account will be done **Action Garth.**
- 4. Chairman's Report**
 - 4.1. We are taking up the offer of help from SC regarding progressing the club.
- 5. Secretary report/correspondence**
 - 5.1. Membership stands at 152 in total, approximately 100 are aged over 40.
 - 5.2. A note needs to be sent to last year's members who have not renewed to find out if the problems with LoveAdmin have been causing them not to renew. We can work around the problem. **Action John**
- 6. Treasurer's Report** - No report was available.
- 7. Welfare officer report.** No report was available.
- 8. Head Coach report.** Nothing to report.
- 9. Club Website.**
 - 9.1. Jenny has given access permissions to those committee members who wanted to be Administrators. If you feel that you will need to be an Administrator, please let Alan and Chris know. **Action All**
 - 9.2. In the members area a short "biography" for each committee member is needed (with picture?) Please send to Alan, **Action all.**
 - 9.3. The administration of the website, closed and open Facebook pages could be a big task, is there a way of reducing load? **Action all.**
 - 9.4. Candidates for the honours board are needed. **Action all.**
 - 9.5. The website gives non-members access to the closed Facebook page, can we manage/control that access? **Action Alan.**
 - 9.6. Website content to be reviewed with the aim of keeping it as current possible. **Action Chris and Alan.**
 - 9.7. Candidates for the honours board are needed. **Action all**
- 10. Actions regarding Covid-19 impact.** The website, Facebook and Googlegroup need to be updated when advice and rules from SC and Government changes. **Action John**

11. SC Club Development Framework and Club Progression Programme: A meeting with SC regarding their Club Progression Programme has been arranged for Wed 27th May.

Action Chris and John

12. AOB

12.1. CTT course risk assessments have been completed for some of our courses. These need to be accepted by CTT and the assessments completed for the remaining courses. **Action**

Kevin

12.2. A suggestion was made that we could hold an “event” in support of community response to Covid19.

Meeting closed 8.00 pm

Date of next meeting – 7:00pm, Wednesday, July 1st, 2020, “ZOOM” virtual meeting