



# DH Runners Committee Meeting Minutes – August 2020

Virtual Meeting via Zoom – Tuesday 25 August 2020

**Venue:** Virtual Meeting

**Date:** 25.08.2020

**Time:** 18:30

**Location:** Zoom

**Chair:** Simon Dolman

**Minutes by:** Cheryl Bryson

**Attendees:** Simon Dolman (SD), Lindsay Graham (LG), Paul McKnespiey (PM), Cheryl Bryson (CB), Kathryn Holiday (KH), Matthew Holliday (MH2), Brian Hazlewood (BH), Gary Chandler (GC), Gordon Beattie (GB), Mark Drummond (MD)

**Apologies:** Mike Holliday (MH1), Kev Mulvey (KM), Emma Taylor (ET), Julie Dodd (JD)

**Key Agenda Topics:**

1. Last Meeting Minutes
2. Run Leader Feedback
3. Magic Mile
4. DH Website
5. Sheepmount Notice Board
6. AOB

**Run Leaders Feedback**

MD shared feedback from run leaders ahead of the meeting. Run Leaders agreed that EA guidance was sufficient and no additional guidance was needed from DH. The committee discussed how club runs could restart based on the feedback and agreed that MD and MH2 would form a working group with three run leaders to propose a “new run group format” for approval at the next meeting. The group will consider participant limits, group structures, routes, and risk assessments. Next newsletter to inform members that the committee is planning the restart of run nights under a potentially new format.

**Magic Mile**

LG raised the possibility of holding the Magic Mile on 12 September in a modified format, e.g., bubbles of six starting in waves. LG to discuss feasibility with the Sheepmount manager and update the committee via WhatsApp. If approved, information to be shared via Mailchimp.

**DH Website**

Committee agreed the website is difficult to navigate and outdated. It was decided that the site needs a full refresh, with new colour scheme and structure, and cross-platform compatibility. A call for members with web design skills will be included in the next newsletter.

**Sheepmount Notice Board**

Currently blank. Committee plans to add club branding and information about runs and events. CB will provide contact details for a local marketing expert for consideration.

**AOB**

- **Kit (KH):** KH has held three kit collection sessions and will arrange three more after her holiday. KH to give GB the dates for mailshot inclusion.
- **Memberships (BH):** BH experiencing technical issues with EA membership system. Support

requested from previous secretary. CB offered to assist once resolved.

- **AGM (KH & CB):** To be discussed at next meeting; may need to be virtual.

**Next Meeting:** Tuesday 22 September 2020 at 18:30.

**Ongoing Action Plan Summary:**

1. **Previous Minutes:** CB confirmed they were agreed; delayed posting to website (ASAP).
2. **EA Safeguarding Course:** MD to follow up with run leader and EA regarding requirements and costs.
3. **Virtual 24hr Relay:** LG/ET/SD/GB/MD to finalise and report back.
4. **PPE:** Completed 25/08/2020.
5. **Kit Order:** Newsletter update published – completed 25/08/2020.
6. **SOS Donation:** Raffle and working group completed.
7. **Runs on Hold:** Completed.
8. **Club Runs:** MD and MH2 to form working group – report due 22/09/2020.
9. **Newsletter:** GB to include club runs update, website callout, Magic Mile update (if confirmed), and kit collection dates.
10. **Magic Mile:** LG to confirm arrangements with Sheepmount manager.
11. **Sheepmount Noticeboard:** CB to share marketing contact for branding ideas.
12. **Kit:** KH to give GB kit collection session dates.
13. **Memberships:** BH to liaise with CB for support resolving EA issues.
14. **AGM:** CB to add to next agenda.
15. **DH Website:** CB to add to next agenda.
16. **Club Runs:** CB to add to next agenda.