



**EDINBURGH ATHLETIC CLUB**  
**MINUTES OF EXECUTIVE COMMITTEE**

*Date:* Monday 14<sup>th</sup> December 2009

*Present:* Barry Craighead, Pat Sinclair, Donald Gorrie, Bill Walker, Enid Johnstone, Brian Nisbet, Moira Nisbet, Keith Ridley, Yvonne Jones, Alex McEwen, Ian Cunningham, Martin Ferguson,

Agenda Item		<i>Action required by</i>
1	<p>Apologies: Marjory Cook, George Sinclair, Moira Maguire</p> <p>Barry Craighead opened the meeting and welcomed everyone and explained that this meeting was a follow up meeting from the November 2009 AGM to discuss any matters arising from the AGM meeting.</p>	
2.	<p><b>Update on Income &amp; Expenditure:</b></p> <ul style="list-style-type: none"> <li>• YAL - £1,000 will be forthcoming.</li> <li>• British League – still not clear how much due to come to the club but should be enough to clear the outlays</li> <li>• Sweatshirts and vests still to be paid</li> <li>• IC reminded all present that under Charitable Status we must ensure all expenses are authorised and agreed with receipts provided.</li> <li>• Trustees of Charitable status will agree best way forward to help generate income – campaign plan</li> <li>• Membership – remaining the same due to change in date of membership subscription due</li> <li>• Activity Mix – cheque still to be received</li> </ul>	
4.	<p><b>Update on Charitable Status:</b></p> <ul style="list-style-type: none"> <li>• Nothing too onerous to ensure all our documentation complies with the rules – 6 months to get documentation in order from date of being granted with Charitable Status.</li> <li>• Membership cards, race entries, letters etc ALL must have our Charitable Status details and registration number</li> <li>• Accounting Standards – ledgers needs to be clear and demonstrating what we use the money for.</li> <li>• Fund raising need to ensure we comply with the rules – bag packing in February.</li> <li>• Trustees meet on a regular basis to work on the documentation to ensure they are driving forward</li> </ul>	
5.	<p><b>Update from AGM:</b></p> <ul style="list-style-type: none"> <li>• Think about 2012 /2014 – how can we develop and encourage our existing coaches and how can we attract new coaches to help build a great team. With Olympics 2012 and Commonwealth games 2014 may be an explosion of interest in athletics. As a club we need to be prepared as to how this will be managed.</li> </ul>	Com BW

	<ul style="list-style-type: none"> <li>• Need to provide the right level of competition at the club – this is in hand (BW)</li> <li>• IC to set up meeting with Sandy Robertson to consider all points made at AGM</li> <li>• Induction – not happening with some of the coaches need to understand why not– consider how we can drive this forward as the induction for new members is an important part of our process for the athlete and the club.</li> <li>• Coaching and Coaching structure – need to discuss this further at next meeting</li> </ul>	ACTION
6.	<p>AOB:</p> <ul style="list-style-type: none"> <li>• YJ highlighted that Brian Winning wished to attend masters’ class, Hurdles level 4, at Brunel and asked if the club could offer assistance. This was agreed as this represents good support for our coaches.</li> <li>• New athletes coming to the club, need to ensure all induction process is followed and any new members agreed especially those who may have approached us and are presently with another club as there are rules and regulations laid down about transfer and we must adhere – reminder needs to be issued to all coaches and as a committee we need to review Protocol.</li> <li>• Forming an “East Team” for competition purposes to ensure our athletes get the opportunity to compete at highest level. Senior women already have this as they are in the UK womens’ premier division, but since the men have been relegated it is important to ensure we have the right level of competition. First meeting to form this new Team has been held and all involved confirmed it was a positive step forward for East of Scotland clubs – working together for the benefit of our athletes.</li> </ul>	Item for next agenda
9.	<p>Date of Next Meeting: Monday 1<sup>st</sup> February @ 7.30 pm Meadowbank – (BW to book room)</p>	ALL

*Minutes approved at the Executive Meeting dated 1<sup>st</sup> February 2010*

*Approved by: Bill Walker*

*Seconded by: Donald Gorrie*