



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

*Date:* Monday 1<sup>st</sup> February 2010

*Present:* Barry Craighead, Donald Gorrie, Bill Walker, Enid Johnstone, Brian Nisbet, Moira Nisbet, Yvonne Jones, Alex McEwen, Ian Cunningham, Martin Ferguson, Marjory Cook, Moira Maguire,

Agenda Item		Action required by
1	<p>Apologies: George Sinclair, Pat Sinclair, Keith Ridley</p> <p>Barry Craighead opened the meeting and welcomed everyone</p>	
2.	<p><b>Approval of Minutes from last meeting (14<sup>th</sup> December 2009):</b></p> <ul style="list-style-type: none"> <li>• Bill Walker - Approved</li> <li>• Donald Gorrie - Seconded</li> </ul>	
3.	<p><b>Update on any action points from last meeting:</b></p> <ul style="list-style-type: none"> <li>• Forming an East Team for the Men – progressing well, main issue appears to be Finance. Will reconvene another meeting after the Scottish on 6<sup>th</sup> February. Looking for people to assist with the management of the East Team</li> </ul>	KR
4.	<p><b>Update from Secretary:</b></p> <p>PS was unable to attend the meeting but provided the her update which BC read:</p> <ul style="list-style-type: none"> <li>• PS is progressing with the list of club officials and coaches, but requires license numbers for some and disclosure confirmations. Will provide update at next meeting</li> <li>• Our LDC coaches are awaiting level 2 course, PS chasing with Anne Stewart at Scottish Athletics.</li> <li>• Some coaches were given free places at the coach’s conference and some coaches had to pay. This was discussed by the committee and agreed that this needed to be agreed prior to the event. However, will consider the cost of offsetting travel to an away match in lieu, receipts to be provided to IC.</li> <li>• Next induction Tuesday 9<sup>th</sup> February, room booked – Jamie McDonald, Jane Scott and Fiona Curr informed.</li> <li>• PS has provided update to LDC on our progress it is essential that the LDC coaches are put on next stage of development.</li> <li>• PS to check our coaches up to date licenses. Consideration given to ask Meadowbank if they can use these instead of the present ones – this is what other tracks use. PS will follow this up.</li> <li>• PS has put forward names to represent the club at the London Marathon.</li> <li>• Queens Drive race was cancelled due to weather conditions.</li> <li>• OGM 28<sup>th</sup> February at Meadowbank, First Aid booked. PS to meet with Jane Scott about entries. Parents group providing lunches for the officials but we need to ensure that any expenses is claimed back through Jane.</li> <li>• Officials disclosures are needing renewed – GS is on the case</li> <li>• PS seeking officials for the Lothian Trials notices to be issued shortly, as Pitreavie</li> </ul>	<p>PS</p> <p>PS</p> <p>PS</p>

	<p>have a championship that day too.</p> <ul style="list-style-type: none"> <li>PS has contact Lord Provosts' office, twice, about a Tuesday evening. PS to keep chasing.</li> </ul> <p>Lucozade sport support:</p> <ul style="list-style-type: none"> <li>Executive agreed to go ahead with this support– all agreed positive step to have nutritional talks to athletes and coaches once a month.</li> <li>Need to ensure support is tied in with Scottish Gas Race</li> </ul>	IC
5.	<p><b>Update from Treasurer:</b></p> <p>IC went over the Income and Expenditure to 31<sup>st</sup> December – showing a deficit of £3737 of income over expenditure and the following items will help the level of deficit:</p> <ul style="list-style-type: none"> <li>Still await refund from British League</li> <li>Expenditure promotions includes the Scottish Athletics expenses and road race and prize money</li> <li>Income promotions includes Scottish Gas Race</li> </ul>	
6.	<p><b>Charitable Status Update &amp; Business Plan:</b></p> <p>IC confirmed the trustees are: Donald Gorrie, Moira Maguire, Ian Cunningham, Pat Sinclair, Bill Walker and Barry Craighead. Meetings held with Trustees to ensure progress is being made:</p> <ul style="list-style-type: none"> <li>Data base of past members – in hand with PS/MC and Moira Reid</li> <li>IC has arranged to attend next Web Committee meeting</li> <li>Formal Launch of charitable status for EAC 11<sup>th</sup> April.</li> <li>DG outlined Patrons requirement – need to ensure we write out with our headed paper to all our ex athletes to ask for their support. DG had drafted a letter and asked that the communication team (Web team) look at this</li> <li>DG highlighted the importance of Friends and Family membership but we need to consider what attraction for this type of member is there – social, VIP lounge at events at Meadowbank?</li> <li>Business Plan – IC provided basic outline of the draft business plan and asked for feedback from the committee. IC asked that our next meeting is solely for the purpose of adding value to the plan. Feedback to be given to IC by the end of February.</li> </ul>	<p><i>PS&amp;MC</i></p> <p><i>ALL</i></p>
7.	<p>Membership Update:</p> <p>BN reported that a fairly good clear up of outstanding memberships at the end of the year.</p> <p>55 new members since October</p> <p>22 outstanding memberships</p> <p>20 resignations</p> <p>Outstanding memberships discussed:</p> <ol style="list-style-type: none"> <li>I. Executive all agreed that no person should compete under the name of the club if they are not a member of the club.</li> <li>II. To be a member of EAC a membership form must be completed yearly and the correct fee paid. If a form is not with membership secretary and the correct fee has not been paid then athletes are not members of the club.</li> <li>III. Coaches to be reminded of their responsibilities of reminding athletes.</li> <li>IV. Team managers to ensure that any athlete selected for a team MUST be a member</li> </ol>	

	<p>of the club and comply with point II above.</p> <p>V. BN will provide up to date list on regular basis and will also check results and provide feedback to the Executive of any athlete competing under the name of EAC is not a member under point II above.</p>	
8.	<p><b>Parents Group Update:</b> YJ confirmed the next fund raising event is the Bag Pack on Saturday 27<sup>th</sup> February at Sainsbury's Meadowbank Retail Park. 2 Shifts, anyone interested in helping give names to YJ – 2 shifts AM and PM.</p>	
9.	<p><b>Activity Mix Highland Games/Herald &amp; Post/ Festival of Sport:</b></p> <ul style="list-style-type: none"> <li>✓ £500 received for Activity Mix – good event to support</li> <li>✓ Herald &amp; Post – IC will discuss with communication team (Web Team) – we are keen to be involved, good opportunity for publicity</li> <li>X Not keen to get involved with Festival of Sport, last year was disappointing With a lot of effort given and not the response we would have liked</li> </ul>	IC
10.	<p>AOB:</p> <ul style="list-style-type: none"> <li>➤ BW is arranging coaches meeting and has invited Laurier Primeau to speak.</li> <li>➤ HASL now 3 matches including Lothian Trials. BW confirmed he is keeping Jamie McDonald up to date. Entry fees £3 with late entries £5 being considered.</li> <li>➤ BW confirmed 6<sup>th</sup> June – Corstorphine 10k run.</li> <li>➤ BW has written to Scottish Widows who are sponsors of London 2012 to ask if they will support local club.</li> <li>➤ BW to speak with Meadowbank Manager, as he would like to resurrect Octavian Relays in August – good competition and all enjoy.</li> <li>➤ MM asked if hoodies with EAC logo can be considered for the Senior Women's' team – about 30 hoodies required. IC will give consideration but care is required as we are a charitable status and must always show how our money is being used for the benefit of the athletes.</li> <li>➤ MM asked if someone could pick up the baton and take ownership of booking flights for the senior ladies match in London, it is a costly outlay for the team manager. BN has agreed to look for flights and prices.</li> <li>➤ EJ confirmed that she required Hotel accommodation for 90 athletes for YAL in Manchester on 4<sup>th</sup> September – GS finding it difficult to get hotel with the required number of rooms available.</li> <li>➤ YJ confirmed that the Forth Valley league is having their AGM on 17<sup>th</sup> February. One item on the agenda is moving the day for the league from Thursday evening to Saturday. YJ confirmed this does not suit her due to other commitments. YJ confirmed that we usually have 2 teams in this league, but Exec asked if this was sustainable, if not consider just one team.</li> </ul>	<p>BW</p> <p>BW</p> <p>IC</p> <p>BN</p> <p>GS</p>
9.	<p>Date of Next Meeting: Monday 15<sup>th</sup> March @ 7.30 pm Meadowbank – (BW to book room)</p>	ALL

*Minutes approved at the Executive Meeting dated 15<sup>th</sup> March 2010*

*Approved by: Donald Gorrie*

*Seconded by: Ian Cunningham*