



Phoenix Flyers AC
Committee Meeting – 21st Jan 2019
Minutes

1 In Attendance

Frank Stephenson, Mark Ellis, Tracey Matheson Smith, Gillian Kemp, Steve Foster, Samantha Keogh, Michael Keogh & Lesley Foster

2 Apologies for Absence

None

Actions from Last Meeting

- Gillian to chase Fram School for invoice – done & invoice paid
- Frank to speak to Louise McLellan – not completed
- Mark to email Frank with the details for the Wix & 123Reg accounts so that the website and domain can be moved – Mark has emailed but Frank not completed
- Mark to progress on the website with page priorities shown above – in progress
- Mark to do a Facebook post for pictures – not completed
- Frank to write Robertson Fund (details from Michael) - completed
- Mark & Sam to look at funding options – not completed
- Committee members to think about what equipment we'll need – not completed
- Mark to chase Owen & Max to see if they want to do Leading Athletics course – wasn't completed, but now is

3 Financial Update

Current financial balance is £1,258.36 which is a healthy position as we've had track fees and various items for the Christmas party to pay for. Overall, the party generated a surplus of £50 for club funds.

Action: none

4 Website Update

The move of the website and domain name have now been set up and Frank needs to arrange this with Gary Local. The events page, newsletters and training plans are now on the site and next to wok on are photo's and the committee meeting minutes.

It was suggested that we had a Kit Exchange and it was agreed this should be run on social media in partnership between Gillian and Steve.

Tracey suggested that we should have a blog written by one of the athletes about their competitions.

Actions: Gillian & Steve to set up a Kit Exchange service via social media

Tracey to explore who would be up for writing a blog on competitions

Mark to continue to update events page, galleries and kit pages



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5 Social Media Update

We now have 69 followers on Facebook, 20 on Twitter and 11 on Instagram. Communication with parents was discussed and it was agreed that Gillian would compile an email list of non-members.

Action: Gillian to compile an email list of non-members

6 Funding Update

The bad news was that we weren't awarded any funding from the County Durham Community Foundation and that it might be a while before we hear from Cash for Kids.

The list of funders on the County Durham Sport website is to be explored by Sam and Mark to see who could be approached.

It was suggested that local county councillors should be approached as they have a small funding pot and Mark agreed to pick this up.

Actions: Mark & Sam to look at Co Durham Sport funding list

Mark to email County Councillors in the Framwellgate Moor area

7 Gamechangers & County Durham Athletics Network

The first courses have now been used with Game Changers funding, with Sam & Tracey completing their Coaching Assistant course. The club will be refunded for the cost. Mark was to chase a booking code for Michael to book his coach course and this has subsequently been arranged and the course booked.

Mark informed the group that the first volunteer hours update had to be completed that week and returned to EA.

The CDAN Sportshall competitions take place on the 27th January for the U13's & U15's and the 3rd February for the U11's. Preparation was well underway for us to have strong teams for each competition.

A volunteer night is being organised by EA on Monday 4th March at Gateshead Stadium.

It was also noted that Dominic & Niamh Kemp had both been selected to represent County Durham in the Boys & Girls Club National XCountry final on Saturday 9th February.

Actions: Mark to push the gaps in the courses we have available and to circulate dates for available courses to Kamila & Natasha

8 Club Admin Items

Christmas Party – it was agreed that the event had been a great success and that we needed to sort out thank you's for the food and disco providers (Mark to sort the food & Steve sort the disco).

AGM – the club needs to arrange an Annual General Meeting to confirm the fees for the next competition year. Mark explained that the EA fee will rise from



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£100 to £150 for the club but that the athlete payment will remain the same. On this basis, our proposal to the AGM are that our membership fees will remain as they are currently as this will help us to grow the club. Mark is also to check on the Constitution for the club to see what we need to do. The date of the AGM will be Monday 11th March at 6.30pm with the meeting taking place at Fram School. Frank to source a notice board at the school to post the AGM notice.

Presentation Night – It was suggested that we should hold a Presentation Night and that this should be in September after the Great North Run weekend and before the Indoor season starts. Venues to be explored include the Bede Club, Masonic Hall and others with a provisional date of the 28th September being set. Mark is to look at the Houghton Harriers Presentation Night to see what awards we should have for the club.

9 Any Other Business

- Athlete of the Month awards would be made from March onwards (once medals are received) with the announcement being in the Newsletter.
- Young Sparks would return on Thursday 25th April, with a promotion plan to be drawn up to increase the numbers attending.
- Mark will produce a flyer to push the NEYDL events and Quadkids meetings over the Summer.
- A Kids Parkrun has been set up and we should encourage the young athletes to take part. The club has subsequently been set up on the Parkrun website and thanks to Claire Gowdy for sorting this out.
- Gillian mentioned that we'd raised £28 via EasyFundraising website and that we need to push this to the parents at the club so that we can improve the earnings for the club.

10 Date & Time of Next Meeting

The next meeting will be the AGM which will be held on the 11th March at 6.30pm at Framwellgate School.

Notes completed – 28th January 2019