

Birmingham Swifts LGBT Runners
Committee Meeting, Tuesday 29th October 2019
6.30pm – 8.00pm, Birmingham LGBT Centre

- Jay Lamb – Chair
- Barry Cassidy – Club Secretary
- Ian Bush – Treasurer
- David Waters – Race Secretary
- Mark Gilliland – Inclusion & Welfare Officer
- Vacant – Media Secretary

AGENDA

1. Welcome
2. Agree minutes of last meeting – Jay proposed, Mark seconded
3. Roles update

O Chair

Since last meeting I have:

- Acted as a point of contact for new members and managing of general emails via info@email (+Spam filtering).
- Communication with Committee via Facebook messenger.
- Communication with members via Facebook / Twitter as required.
- Tweets on behalf of the club: Tuesday, Thursday, Saturday runs and info on races, events / promotion of club activities.
- Coordinated handover of Starting Out group management to Coaches.
- Set up Starting Out registration survey and distributed link.
- Circulated Starting Out flyer to networks.
- Maintaining link with leaders through WhatsApp and requesting announcements at social runs when unable to attend.
- Attended Bournville Leafy 10k, accepting award for the club.
- Attended Birmingham Half marathon and celebratory event.
- Attended Thursday runs in member & committee member capacity and assisted on runs as a trained leader though not actively on rota.
- Organisation of climbing / bowling social.
- Organisation of BGSO concert social (ongoing).
- Tweets / Facebook posts regarding inclusion events when Mark unavailable and encouragement of flag use at runs.
- Message to Birmingham LGBT to check on progress of contract / try to book café space 6:30-7pm weekly.

To do:

- Confirm World AIDS Day events and how we can link.

- Bulls Deep social planning.
- Confirm Rainbow Laces event dates.
- Ensure newsletter/s regularly.

o Treasurer.

Birmingham Swifts Treasurer's Report July 2019 Income and Expenditure

Opening cash balance (after accruals): (as per 2019 AGM at 27 Feb 2018)	1753.25	(consisting of £1706.43 HSBC+£82.00 TSB - £35.18 accn)
	£	
Donations	250.05	[£43.58 easyfundraising; £181.47 gofundme, £25 direct]
Grants		
Social		
- Member Fees	925.00	[37 affiliated members]
- Registration Costs	(705.00)	[EA £150+37*£15]
Net Re Accreditation	220.00	
Race Kit	555.00	running vests * 35 [6x£20+£29*£15]
TOTAL INCOME	1,025.05	
Marketing & Website	(22.79)	[£22.79 website]
Stocks & supplies	(657.00)	[£657.50 x vests]
Training		
Social	(8.00)	[booking fee bowling]
Banking Fees	30.87	[-£19.13 paypal + £50 tsb compensation]
TOTAL EXPENDITURE	(656.92)	
INCOME LESS EXPENDITURE	368.13	
Closing position: (as per 1 July 2019)	2,121.38	
Consisting of:		
HSBC:	2,099.59	
Paypal	14.29	
TSB:		
Accruals	7.50	
	2,121.38	

0

Changes since 1 July 2019:

HSBC as at July report £2,099.59

26/08: -£41.80 to Jay re flags etc

02/08: -£25.76 to Ian re web hosting

+ 2 x £20 non-affiliated running vest sales

+ 2 x £25 affiliations

19/08: + £34.06 easy fundraising

HSBC as at 23/08/2019: £2,156.09

+1 x £25 affiliation

+3 x £15 affiliated running vest

+26 x £5 leafy lunch
-3 x £15 ea affiliation fee
-1 x £77.50 to The Fox re leafy lunch

HSBC as at 23/0102019: £2,233.59

Paypal at July report £14.29

+2 x £5 leafy lunch
+1 x £1 leafy lunch extra payment
-1 x £0.92 paypal fees

Paypal at 23/10/19: £24.37

o Secretary.

- 2 new members signed up via SurveyMonkey link in September, 0 so far in October. Current membership total now 146 (member list updated)
- Application for VMLM 2020 Club Place submitted
- Sept - Oct Thursday night run numbers sent to Birmingham LGBT Centre:
 - 24/10 - 31
 - 17/10 - 26
 - 10/10 - 25
 - 3/10 - 30
 - 26/9 - 31
 - 19/9 – data missing
 - 12/9 - 34
 - 5/9 – data missing

o Race Secretary.

- Organisation of several past club races and socials: Simplyhealth Great Birmingham 10K (26/05/19), Sunrise City 5K (14/06/19), BBCHM (06/07/19), LGBT5K (19/07/19), Priderun 10K (10/08/19), Badgers Atherstone 10K (25/08/19), Great North Run (08/09/19), Leafy 10K (29/09/19), Simplyhealth Great Birmingham Half Marathon (13/10/19) & cheering squad for event. Good attendance and engagement with events and socials.
- Organisation of future club races and socials: Morunning 10K (16/11/19), London RedRun 10K (30/11/19), Snyed Striders Pudding Run (08/12/19), Brighton Half Marathon (23/02/19), Regency 10K (29/03/19), Virgin Money London Marathon (and Cheering Squad) (26/04/19). Further future events added to events scheduler, so members can plan ahead.
- Promotion of all events (past and future) on social media.
- Liaison with other running clubs for collaborative events, ie LBGT5K and Leafy10K.

- Organisation and promotion of a highly successful Swiftember 2019. Currently 43 members signed up and set targets, with 36 members returning their mileage data. 2019 attracted double the engagement and mileage, with a total mileage run by participants of 2805 miles. Medal designed and sourced, with a total cost of £153 (45x £3.40). Social media engagement from members during the month, with competition for best selfie and route voted upon at Swiftember celebration event.

o Media Secretary. - VACANT

o Inclusion & Welfare officer:

Actions:

- ~ Organised attendance at Circle's sober (29th Sept.)
- ~ Organised publicity flyer for September Bi swifter event.
- ~ Facebook publicity for Bi Swifter.
- ~ Added first 3 Starting Out group run events to Meetup.
- ~ Added the five October social run events to Meetup.
- ~ Collected leaflets to take to Circle Sober Social
- ~ Organised publicity flyer for International Lesbian day celebration run.
- ~ Facebook publicity for International Lesbian day celebration run. ~ Attended Circle sober social on Sunday 29th September, promoted Swifts.
- ~ Produced flyer for Trans swifter in November 2019.
- ~ Joined first weeks Starting Out group to introduce myself/ promote inclusion for new female members.
- ~ Forwarded Starting Out group flyer to Circle for promotion.
- ~ Dealt with welfare approach from potential new member with anxiety issues.
- ~ Answered queries about Starting Out group on Meetup.
- ~ Added 4 social run events to Meetup.

4. Vacant Media Secretary role – Dan Bridge

- Key part of role would be to use social media more and have one person co-ordinate this
- Make better use of Instagram which we are not doing at present
- Also be good to have a consistent brand/design which can be used across all social media/website
- Dan has agreed to fill in to the role: unanimous decision by committee to co-opt

5. Review of previous events

- Sunrise City 5K (14/06/19) - 6 attended.
- BBCHM (06/07/19) - 14 attended.
- LGBT5K (19/07/19) - 8 attended.
- Pride 10K (10/08/19) - 28 attended.
- Summer BBQ (18/08/19).
- Badgers Atherstone 10K (25/08/19) - 6 attended.
- Great North Run (08/09/19) - 7 attended.
- Leafy 10K (29/09/19) - 37 attended.

- i. Simply Health Great Birmingham Half Marathon – 25 attended.

6. Leaders: Any new leaders booked. Communication with potential leaders.

- No new run leaders as yet
- Richard Andrews/Joe Pinder/Alex Brown/James Piercy showing interest in doing this

7. Starting Out Group

- 5 in the new group, all going well so far

8. Feedback on request for members to support Swifts race & future plan.

- Little feedback on this from the group
- Unlikely we are going to be able to do Pride run for 2020, continue to aspire towards this for the future though

9. Vests / club shop update.

- Stick with going with original supplier and buy in bulk (50)
- Order vests at end of this week (01/11)
- Pre-orders for 20, likely surplus of 40 which are likely to be used up over time
- Other items: no vest but go with t-shirt, polo shirt, hoodie and jacket
- Looking at the merchandise in person, agreed that polo shirt should only be white as the dark blue/navy option does not work

10. Committee Future:

1. Focus for rest of term.

- Merchandise page to go live once the logo is sorted
- Look to “relaunch” social media now that Dan is on board as media secretary
- Try and increase female membership

2. Number of meetings required prior to AGM.

- Next meeting 14th Jan then agree if we need anything before AGM

3. AGM plan / date.

- Sunday 8th March target
- Speak with Andy regarding event – 3pm start
- Meeting then Awards then food – check with Andy what he needs re. numbers

4. Succession planning.

- Discussion amongst committee about who wants to stay on for 2020/21
- Chair role will be available in 2020/21 committee

11. Christmas Party arrangements.

- Everyone on committee will write a round (6 rounds)
- Raffle; raffle tickets needed to be purchased. Ian has the swifts merchandise as prizes

- Request to the group if anyone has any prizes that they want to donate to the raffle
- Mini Christmas Swiftmas newsletter – JML to send out by 16th Nov
- Fox confirmed with Andy – need to confirm timings. 5.30pm for a 6pm start as per previous years - food for 7.30pm/8pm

12. VMLM 2020 Ballot arrangements

- Send out rules to everyone in newsletter
- Secretary to co-ordinate draw

13. Fundraising and funds raised so far (Contribution to LGBT).

- Target Birmingham 10K as a fundraiser for LGBT Centre?

14. Email Accounts

- Website has now been transferred to new host which has email accounts as part of the service – should we transfer email over?
- If we switch over, we lose everything in the email section.
- For all committee members, review emails and see what there is that is important and needs to be transferred over to the new account
- Renewal for current email is March 2020 so look to review by end of 2019

15. Free Dance/Movement Workshops

- Open up to members and see if there is any interest

16. AOB

- World Aids Day – use 28th November as our promotion day
- Look to do a candle vigil for after the run – Ian to look to provide battery powered candles/ Jay to get red ribbons

17. Date/Time of next meeting

- 14th January 6.30pm – 8pm at Birmingham LGBT Centre