

## **LFR Regular Committee Meeting Thursday 3rd May 2018**

**Co-Presidents:** Kirsty Fitzgerald (KF) and Jamie Keenan (JK)

**Club Secretary:** Christos Bitzis-Politis (CBP)

**Club Treasurer:** Warren Swart (WS)

**Membership Secretary:** Simon Mac (SM)

**Races Secretaries :** Julia Robinson (JR) and Alex Rendall (AR)

**Publicity & Communications Officers:** Mary Cormack (MC) and Andrew Corti (AC)

**Social Secretaries:** Daniel Brittle (DB) and Waldo Miguez (WM)

**Coaching Team Coordinator:** Adrian Mark (AM)

### **Agenda**

#### **Club Treasurer**

Financial Update

#### **Publicity and Communication Officers**

-Update

-A women's Sunday Runday social every 4 to 6 weeks

-LFR Music

#### **Social Secretaries**

Social Calendar Update & Plans for the year ahead

#### **Races Secretaries**

Update

#### **Membership Secretary**

Update

#### **Club Secretary**

-Change of RCM dates and the creation of a new Agenda

-Alternative suggestions for a marathon elsewhere

#### **Co-Presidents (KF)**

- Thanks and feedback for LGBT+ Sports Fair Event

- Feedback on London Marathon social event

- Black Pride

- LFR Membership App

#### **Co-Presidents (JK)**

- Feedback Run Britain/UK Athletics on race gender categories

- GDPR privacy policy draft
- Thursday venue approach
- Jog Leaders
- New member and exit surveys

## **AOB**

Chair: JK

Apologies: SM, DB, AM

Minutes: CBP

Brief review of Actions from the Committee's last RCM

## **WS**

### Financial Update

Comparison between membership fees collected up to this point in the Club year, 69%, and the membership fees collected this time last year, 73%. The discrepancy between these two figures is mainly due to the fact that the Club has not been collecting any door fees. There have been some expenses for stationery, due to membership administration, and the Club has still to renew various subscriptions, to which we subscribe every year, plus there is still pending the registration to England Athletics, which happens to be rather conspicuous, so the whole financial loss will be much more than it currently appears.

There arises the question of whether we should be looking into the possibility of finding some extra budget for our venues. For the time being, the Club is financially robust and we will be employing our reserves for this current Club year, whereas afterwards we will be using the membership fees to move forward the venue budget for the next year.

There have been several suggestions from membership in regards to the LFR survey relative to our quest for a new Thursday, potentially Saturday venue.

Among these are also the following: the Seymour Leisure Centre in Seymour Place, the Porchester Centre in Bayswater, the Bloomsbury Centre and the Jubilee Centre in Kilburn.

Action Point: Co-Presidents are kindly requested to please make the first contact with the above centres, by placing calls and report back to the Committee.

Furthermore JK is requested to please go through the LFR relative survey and the sequence of e-mails as to check if there have been suggested any other centres by membership.

Action Point: WS is kindly requested to please contact the Southwark Athletics Centre for the same purposes as per above.

### **MC & AC**

Update and discussion in regards to FB postings.

Motion for consideration and voting.

The Committee has voted and unanimously decided that there will be coherent official and clear guidelines to follow in regards to all FB postings.

LFR FB should be a point of information and announcements and should not be allowed to be used as forum for discussions unless such discussions are pertinent to both running and/or sports in general and the Club. Posts which happen not to adhere to the above principles will be immediately deleted by the LFR FB Administrators.

Action Point: MC is kindly requested to please produce a standard very polite and consistent to the above response, which is to be used when responding to membership.

All Committee members are kindly requested when sending items for publication on the e-bulletin to the P&C Officers to have this very clearly indicated on the theme of the e-mail.

Proposal and discussions for Women's Sunday Runday.

The whole idea came out of the preparations and training and long runs female members were doing during this past winter in preparation for the marathons. These long runs ended up in a brunch and in a great social gathering. The suggestion would be to make this a bit more official as an event to have in the social calendar and by booking a table at a venue, and it is going to be women only with five places reserved for any men who would like to participate and come along, on a first come, first served basis. The Club's official long runs will go on as before, on a Saturday, this will be organised and advertised as a Second Chance Sunday, for all those who do not wish to wake up so early in the morning on a Saturday or are engaged but still are keen not to miss on a long run. Organisers will make sure that it will not clash with any other Club events such as the Trail Runs etc.

LFR Music, proposals and discussion.

There will be a link as to be able to share the playlists on public social media. AK has efficiently prepared three options and is currently presenting them to the Committee through the P&C Officers, these

three options can be in either a square or a landscape format. The majority of Committee members agree on what is Option 2, with certain suggestions to be offered as comments, namely that the images regardless of their great execution are not directly related in any way to music, nor is music in any way obvious as the primary concept at first sight. Question posed whether these playlist could additionally be used for LFR socials.

MC is kindly requested to please return to AK with the comments and feedback made by the Committee in regards to his proposal and to liaise with him further in regards to the subject.

### **JR & AR**

The Park Run which has been chosen as the first fixture of the LFR Championship for this Club Year is Mile End. The date has been set as Saturday the 12<sup>th</sup>, at 9.00 am. Besides the notification which will appear on the e-bulletin this coming Monday, there will be further reminders on FB, as to encourage participation, emphasising also the fact that runners should be wearing the Club vest and should remember to bring along their ParkRun code.

The 3 Bridges Relay, which is now The Bridges Relay, as the route has been changed and it does not include three bridges anymore, will be taking place on Wednesday the 20<sup>th</sup> of June, those interested in participating have already start sending their e-mail to the RS. The number of teams LFR will be bringing forward and the expenses will ultimately depend entirely upon the final number of participants. Discussion relative to the payment for this race and how to proceed and effectuate the requested payment.

In addition to this race there will also be the 1Mile Relay in Battersea Park at the end of July and in the first week of September the Maidenhead Half Marathon. A discount of £2 has been offered when used an appropriate code and the discount will apply on top of the EA discount.

Discussion on the LFR Calendar, to be used for all major Club running and social events, as to make sure these will not clash. The Calendar will be updated regularly and only those involved directly with the running and social events of the Club, such as members of the Committee, will have access and will be able to add and edit details.

### **CBP**

Discussion relative to the RCM rota.

Action Point: CBP to send an e-mail to SM, informing him of what has the Committee discussed and decided in regards to the RCM attendance.

Suggestion for all those who will not succeed in getting a place to compete at the London Marathon in the coming year, to start and continue their marathon training, encouraging them to compete in different marathon events which take place more or less close to the London Marathon, such as Brighton (15<sup>th</sup> April 2019), Stirling, Southampton and Hamburg, which occur on the same date as the London one, Sunday 28<sup>th</sup> April 2019.

The suggestion has a positive effect upon the Committee with the suggestions of having some feedback over these other marathon suggestions and to prepare a reminder closer to the date.

**KF**

Positive feedback over the LGBT+ Sport Fair, as to our presence and attendance, the benefits of having participated and the aim to try and do it much better next year

The London Marathon social feedback has been overly very positive, Retro Bar has been really busy. Suggestion, whether it would be worthy at this point and given the size of the Club, to investigate and come back with suggestions as to a larger venue. We do not wish to disappoint the Retro Bar who has had an extremely friendly relationship to LFR for a good number of years and they book us the first floor without even asking and without charging us at all, though the London Marathon has become a really big celebration, and it seems that we have outgrown the venue as such. In case someone would like to invite their friends and family afterwards to celebrate together with the LFR, there is not enough space to accommodate them, it is very hot and extremely busy. The option whether to book the whole of Retro Bar, both ground and first floor, is also an alternative to take into serious consideration. Also, as the London Marathon Social has become so big, we need to think whether we might have to find/create an apposite budget for it.

Committee members, together with the Social Secretaries, are kindly requested to take this into consideration and come up with alternative suggestions.

Black Pride this year is on Sunday the 8<sup>th</sup> of July, at the London Vauxhall Pleasure Gardens in Vauxhall, the day after the Pride Parade. LFR have not had any official representation nor any stall for at least

the past two years and this year we need to make things differently, as to at least make an official appearance.

Committee members are kindly requested to come back to KF with suggestions as on how to proceed.

Discussion following the suggestion of the potential of introducing a new App. This will be a Club App, not a running App, and it will be used as a management platform relative to organising various events, for immediate communication, with an alert function, and for taking payments. It will be used exclusively by members, much like the existing one Teamer. Further discussion on the maintenance costs and on whether to have one custom-made for the Club or to use an existing one, accommodated to the Club's needs.

## **JK**

Report from a meeting in Birmingham relative to the UK Athletics Guidelines for Non-Binary Entrants. The result of this meeting was a draft guidance addressed to all race organisers on a new entrant category which is to be put into a trial period of 12 months by the UKA Athletics. This new category of a third non-binary gender can be voluntarily selected and this new introduction does not interfere with the current rules and the allowance of transgender runners, as they are being covered by a different policy, which allows them to compete in the category of their recognised gender, meaning a trans man will continue to run in the "Male" category. As it is self-defining, runners will again enter based on the category to which they identify with.

Scottish Athletics has also offered guidelines for race organisers. Runners who want to ensure that they are inclusive of Non-Binary participants, and Pride Run has a draft of these guidelines, as in how to prepare a race with 4 categories and other information for clubs who are hosting racing events on all levels. The important point is how we, as LFR, are going to address the matter, as it is more about races than general info. Another point to address is the presentation of medals, for LFR may award medals in this category as a running club, though these are not wards on an official level, as in addition Non Binary entrants will be competing in a category and they will be timed, but their running time will not be part of the standard rankings, as the International Athletic Rules and Regulations to which UK Athletics comply, currently state that at a competition level, the categories are only male or female.

JK has been requested to come back to the organisers with feedback.

Action Point: JK is kindly requested to please share with the Committee the Non Binary Guidance Guidelines document prepared by the UK Athletics.

### General Data Protection Regulation

As Committee there is an absolute and immediate need to address the imminent GDPR, check and possibly double check certain things, which involve membership personal data and the storage of such data on all the accounts which the Club has been and is still using, such as Eventbrite, GoCardless, WebCollect, etc. There is also an immediate need to clarify to membership which part of each members personal data is accessible to what account and to which Committee member, if any.

This policy needs to be circulated to membership ideally before the deadline for the GDPR, which is Friday the 25<sup>th</sup> of May.

It is also extremely important to make clear to all Club members that their personal data is been stored and it is used, when necessary, exclusively for Club purposes, membership data is not been sold to others who may use it for commercial purposes and furthermore, LFR does not use membership data for such purposes either. Also we need to decide on what happens to membership data when members choose not to renew their membership and decide to leave the Club, and after what period of time may we consider a member's account as inactive. In regards to such accounts, we need to go through every old member's account and clear them up completely, and we currently have around 200 of such accounts. The above measure not only does it comply fully with the GDPR but we need to clear these account out also because we have been paying for them and the space they take.

Action Point: Committee members are kindly requested to please read thoroughly the document send over by AC and to come back to JK with suggestions for alterations and feedback, within the area of competence of each Committee member's role.

Action Point: inform Membership that the Committee is currently working on the project of assuring a new Club venue for Thursday.

Discussion over the creation of a new role of volunteers, besides Committee members and Circle Volunteers, who will be willing to run with new runners, at the new runners' pace. We, as Club, need to make sure that no runners are getting lost or are left behind. On certain days, namely on Monday and also on Saturdays, the amount of

new runners is overwhelming and CL and CLA cannot cope with everyone, regardless of their good will.

Suggestions as to this new Club role. These new volunteers will be called Pacers, and they need to be reminded to wear the Club vest, as a point of reference and for major recognisability.

Discussion on the creation of a Club survey, targeting those who were previously members but have not currently renewed and those who have been members of the Club during the past year, of which a concise list will be given to JK by SM.

## **WM**

Update on the Social events, the next one being organised together with the London Lads, a ping-pong event.

Discussion on the Christmas Party and the possible reasons for which certain of the tickets remained unsold. Thoughts and suggestions for a new Christmas Party venue. Creation of a Google spreadsheet, into which every Committee member may contribute with ideas and suggestions.

It is within the Social secretaries intentions to organise a social event roughly every two months.

In regards to organising a social event just for women, it is mainly important to know what type of event women would be interested in having, before anything else. Possibly booking a cinema, as this has been an extremely and memorable social event for LFR women in the past Club year, whereas more physical activities such a kayaking, are of a different level of budget.

## **AOB**

General discussions on Pride and on the LFR parade position during Pride.

9.26

## **Action Points**

- Co-Presidents are kindly requested to please make the first contact with the Seymour Leisure Centre, the Porchester Centre, the Bloomsbury Centre and the Jubilee Centre by placing calls relative to using the above as an alternative venue for the Thursday run and report back to the Committee.
- JK is requested to please go through the LFR survey in regards to alternative Thursday venues and the sequence of e-mails as to

check if there have been suggested any other centres by membership.

- WS is kindly requested to please contact the Southwark Athletics Centre enquiring whether it could be used as an alternative venue for the Thursday run and report back to the Committee.
- MC is kindly requested to please produce a standard very polite and consistent response, which is to be used when responding to membership in regards to deleted FB posting which do not adhere to the LFR FB Guidelines
- MC is kindly requested to please liaise further with AK in regards to the creation of LFR Music
- CBP is to send an e-mail to SM, informing him of what has the Committee discussed and decided in regards to the RCM attendance.
- JK is kindly requested to please email to the Committee the Non Binary Guidance Guidelines document prepared by the UK Athletics.
- Committee members are kindly requested to please read thoroughly the document send over by AC and to come back to JK with suggestions for alterations and feedback, within the area of competence of each Committee member's role.
- JK I kindly requested to please inform Membership through a Committee Update on the e-bulletin that the Committee is currently working on the project of assuring a new Club venue for Thursday.