

**TOMAREE TRIATHLON CLUB
CLUB MEETING MINUTES
Wednesday 25th JUNE 2008**

CHAIRPERSON: Peter Yapp

MINUTES: Carl Leonard

AGENDA ITEM	ACTION / COMMENTS	RESPONSIBILITY
1. Welcome:	<p>Present: Trent Saw, Tim Banner, Al Richards, Kev Picton, Peter Yapp, Peter Tate, Angela Devetak, Rod Cook, Al Lawrence, Paul Blanchfield, Rusty Durrant, Andrew Daly, Rod Cook, Peter Whiteley, Carl Leonard.</p> <p>Apologies: TC.</p>	N/A
2. Acceptance/Confirmation of previous minutes:	As read.	<ul style="list-style-type: none"> • Carl.
3. Business arising from the previous minutes:	Nil.	<ul style="list-style-type: none"> • Carl.
4. President's Report:	<ul style="list-style-type: none"> • Welcome & thanks for attending. • Special welcome to Tim Banner (from the UK) & Peter Tate (CEO TriNSW). • Thanks to all members for work since last meeting – particularly Kev Picton for website. • 'President's Pick' to be introduced for member good work between meetings. • Standard operating procedures manual being developed – initial efforts at succession planning. 	<ul style="list-style-type: none"> • Yappy.
5. TriNSW CEO's Report	<ul style="list-style-type: none"> • Thanks TTC for invitation - expressed support for rejuvenated club. • Things that can be done – succession plan is good, TTC constitution & risk management being shared with other clubs. • Expressed willingness to assist in any way – sponsorship, local management groups, memberships, etc. 	<ul style="list-style-type: none"> • Peter Tate.
6. Vice-Presidents Report:	<ul style="list-style-type: none"> • Sends apologies. 	<ul style="list-style-type: none"> • TC.
7. Secretary's Report:	<ul style="list-style-type: none"> • Correspondence In: • TA/TriNSW – Insurance documentation - Paul B – has paid higher premium as per committee direction. • Correspondence Out: <ul style="list-style-type: none"> a. Club Shirts – done & dusted as per critical issues report. b. Sponsorship - Kev is maintaining list of businesses approached – please advise him of who you are in negotiations with... c. Club Patron – Mike Rabbitt is on board and will attend club champs and presentation, plus other functions when he can. 	<ul style="list-style-type: none"> • Paul B. • Carl. • Members to email Kev with details. TC to liaise with East Ward Councillors (PSC). • Carl to liaise with RABBS.

	<p>Need to get some pics. of members with him ASAP.</p> <p>d. Website – great work Kev....use FORUM as often as you can.</p>	
8. Treasurer's Report:	<ul style="list-style-type: none"> We are solvent! Expenses – insurance, affiliation prior to July 1. Trent has done costing on caravan: \$400 for roadworthiness. Membership forms & fee structure on web – need to look at dates & details for a membership drive....encourage members to join online prior to race day. Competitiveness of premiums highlighted – please encourage members to join ASAP as it helps with budgeting. 	<ul style="list-style-type: none"> Paul B. Members to review membership documentation on website.
9. Race Organiser's Report	<ul style="list-style-type: none"> Al (& Carl) met with Paul Humphries - beneficial. Paul extremely open re: sharing of information / ideas / documentation. Club Champs wash-up meeting also great for putting names to faces & info sharing. Nick Munting has generously shared his race plans. Al shared club race plan drafts with Council & Police. Meeting with PSC stakeholders next week to discuss TTC draft plans – DA may be required. 	<ul style="list-style-type: none"> Al Lawrence. Al, Peter, Carl to attend.
10. Sub-Committee Report/s:	<ul style="list-style-type: none"> See general business. 	
BUSINESS ON NOTICE		
1. Proposal from TriNSW (Peter Tate) for TTC to run Junior Race in association with Club Champs:	<ul style="list-style-type: none"> At Club Champs President's Brunch, Clubs raised notion of kid's race on the Sunday morning. Anna Bay is not an option. Race results would have not impact on Club Champs results if held on Sunday. Peter Tate indicated Shoal Bay Resort & Spa were keen to come on board. Offered to TTC opportunity to run 'social' / club-based race. TriNSW will to provide as much assistance as possible & waive any sanctioning fees, etc, etc. Considerations: <ul style="list-style-type: none"> Something in Shoal Bay Resort & Spa area would be supportive of TriNSW sponsor. Triathlon may be difficult re: complete road closure. Aquathon may be an option. Concept of 3-prong attack: TriNSW, TTC, Shoal Bay Resort.... 	<ul style="list-style-type: none"> Agreed we would consider proposal. TTC Committee to liaise with Peter Tate to 'further' the proposal. Peter Tate agreed to email/contact Shoal Bay Resort re: 3-prong proposal.
2. Critical Issues:	<p>As per attached document. Issues arising:</p> <ul style="list-style-type: none"> EQUIPMENT: <ul style="list-style-type: none"> Trent has done list of assets – great work Trent! Some items may need to be offloaded – photocopier, additional bike racks, cutlery – same may be saleable. Caravan: maintain at least until race location confirmed. Trent to determine 	<ul style="list-style-type: none"> Project Managers to update at next meeting. Trent to determine what to keep what to sell. Trent.

	<p>final maintenance costs.</p> <ul style="list-style-type: none"> • UNIFORM: No hats at this stage. • INSURANCE: Great work Goog! <ul style="list-style-type: none"> ○ Next step is to align TTC Risk Management Plan & TTC Spreadsheet with TA package. ○ Advice from Peter Tate to LOG training sessions to ensure coverage. ○ Activities that are covered include all generic sporting club activities – housekeeping, social, training days, club races up to 100 starters. 	<ul style="list-style-type: none"> • Terry Withers.
<p>3. Membership / Training / Charity / 'Fun' Club Day/s</p>	<ul style="list-style-type: none"> • 20th July at Hunter Valley Running Festival: Angela. <ul style="list-style-type: none"> ○ Paul Humphreys happy to have TTC presence @ race. ○ Take: tent, some shirts, flyers to promote club. • Oceania Duathlon: August – option for another promo day. 	<ul style="list-style-type: none"> • Angela to sort requirements. • Kev to place info on website. • Carl: confirm catering with Paul H. • Trent to discuss with Emmo.
<p>4. General Discussion</p>	<ul style="list-style-type: none"> • Caravan Working Bee: need to set date at next meeting. • Rusty indicated that he would like to start racing again (rather than timing). <ul style="list-style-type: none"> ○ Timing options / EOI will need to be considered. Peter Hooley is a good assistant but will need assistance. ○ Option of Timing Chips – perhaps usage/hire of MTC infrastructure is an option – good for dual members. ○ Rusty provided copy of 2003-08 race results + TTC documentation. • Peter Tate's Triathlon Future: <ul style="list-style-type: none"> ○ Focus is females and juniors. ○ Safe & enjoyable races. ○ Participation is increasing in our sport. ○ Feedback from 52 clubs is key! ○ Big believer in country development 'grass roots' – see Club Champs payments parity as example. 	<ul style="list-style-type: none"> • TTC Committee. • Kev: EOI Timing Coordinator on web. • Peter Tate is 'Da Man' & more than willing to assist. • TriNSW AGM in August – put your hand up to be a board member.
<p>MEETING CLOSED — 9 pm</p>		<p>NEXT MEETING — Wednesday 30/07/08 — Shoal Bay Resort & Spa</p>