

DATE	10 July 2019	VENUE	28 Hamilton Street East Fremantle
SUBJECT	Committee Meeting	ATTENDEES: K. Alexander, C. Hutcheon, K. Castle, E. Turton, C. Hebron, J. Turner, K. Adamson, J. DeCastro, J. Basire, N. Greenwell, C. Booth, D. Ruggiero APOLOGIES: R. Cook, E. Hart	
FROM	Elizabeth Turton		
MEETING No.	20190710		
START TIME	7.00pm		

No.	Item	Action
1	Welcome	
	Ken welcomed everyone to the meeting, apologies were recorded	
2	Matters arising from previous minutes	
	<p>Previous Minutes 20190410 have been signed by Ken Alexander.</p> <p>(a) Ken advised that the promotional advert is being broadcast on Curtin Radio. It has been heard by some members</p> <p>(b) Circular Resolution No. 4 results</p> <ul style="list-style-type: none"> • The Saturday warm up session is to remain in the current format (10 for, 2 against) • The published fitness programs are to remain as they are currently displayed on the webpage until they are reviewed for suitability by the Fitness subcommittee in January each year. If they require changes they are to be done after this review (11 for, 1 against) • The End of Year Challenge is to be standardised so that all sessions (including strength) earn equal points (12 for, 0 against). This year's challenge is to be based on the number of sessions each member attends <p>(c) Julie advised that wages will be reviewed in <u>January</u> each year and that this will be done by Circular email</p> <p>(d) Kevin advised that there will be a Bibbulmun bushwalk to Sullivan Rock and Mt Cook on Sunday 29 September</p> <p>Minutes accepted: Christine Hutcheon Seconded: Julie Basire</p>	
3	Correspondence in and out	
	<p style="text-align: center;">10 April 2019 – 10 July 2019</p> <p>TROY PARK ASSOCIATION</p> <ol style="list-style-type: none"> 1. Email sent to advise that the lights are not working at the clubroom entrance. Greg Peters (president) responded to say he will have it inspected and replaced 2. Email sent to the secretary Ben Walker regarding the clutter in the clubroom lobby. He responded to say this will be addressed immediately 3. Julie has not been receiving invoices from Troy Park. She received and paid the dues until March this year but is still waiting for the next invoice to the end of June. <p>CITY OF MELVILLE</p> <ol style="list-style-type: none"> 1. Email sent to Stacey Ratcliffe at the CofM requesting that the city investigates why the driveway lighting is not working at 5.30am. She responded that she had advised the works department to investigate. This was fixed but failed to work again so another email was sent on 10 July and received a response the same day. The faulty light has been reported 	

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	<p>TOWN OF EAST FREMANTLE</p> <p>1. No important correspondence</p> <p>MISCELLANEOUS</p> <p>1. We were contacted by the Wednesday morning Frisbee group, requesting details for accessing the troy park lights. Contact details were provided and ET also advised that payment would be required by the Troy Park association</p> <p>2. Ken contacted Curtin Radio regarding the Y Striders advert. He was advised that the advert is being broadcasted randomly during the day</p> <p>3. Email sent to Nicole Kopke (Plusweb) for a quote to do a web makeover. Quotation received</p> <p>4. Email sent to Kristy Morton (Kristy Morton Wordpress Solutions) for a quote to do a web makeover. Quotation received</p> <p>Correspondence accepted: Kevin Adamson Seconded: Karen Castle</p>	
4	<p>President's Report</p>	
	<p>Ongoing events and contributions</p> <p>1. Elite Runner - John Wilkinson is training running squad Tuesday and Thursday evenings. Joan DeC reported that everyone's pace increased after this training</p> <p>2. Walk/running events:</p> <p style="padding-left: 20px;">a. Step up for MS – Kerrie Tomlinson and Leonie Harper</p> <p style="padding-left: 20px;">b. HBF Run for a Reason – Joan DeCastro, Joanne Smith, Kerrie Tomlinson, Marj Booth, Bill Swalling, David Meredith, Leonie Harper, Karen Castle, Jenny Turner, Joanne Freeman. One more year and Leonie joins the HBF heroes</p> <p style="padding-left: 20px;">c. Rottnest Fun Run – Kerrie Tomlinson, Jenny Turner, Pam Adamson, Leonie Harper, Helen Mitchelmore</p> <p>3. Walker and Runner of the Month – Thanks to Kaye Pestana for doing this</p> <p>4. Y Riders – Bill has been away so no bike rides arranged. Thanks to Bill for organising exercise sessions on the public holidays</p> <p>5. Off Site Sessions – thank you Deb R for running the King's Park and Manning Park sessions</p> <p>6. Social - Ann for organising the 22nd birthday dinner at Eat Greek restaurant at Boardwalk Restaurant, numbers are approaching 50. Thanks also to Neerja for her fundraising initiative – Curry for a Cause</p> <p>7. Weekends – thanks to Elizabeth, Graeme, Tracey, Kevin, Pam, John and Nancy Wilkinson and Julie for the wonderful weekend in Denmark. A bushwalk on Bibbulmun is planned in September to Sullivans Rock and Mt Cook thanks to Kevin, Pam and Bill</p> <p>8. Promotion – Y Striders accepted an invitation to promote our club at the 50th birthday celebrations for Attadale Junior Football Club. Thanks to Kevin, Pam, Deb & Andy Ruggiero, Leonie Harper, Kerrie Tomlinson, Ann Robinson and Jatinder Ahjua.</p> <p style="padding-left: 20px;">A promotional advert is being broadcasted on Curtin Radio – <i>“Celebrating its 21st year, Y Striders Melville is a not-for-profit, non-competitive walking/running /fitness club for over 40s – from beginners to advanced. Check out Y Striders friendly social vibe by signing on for a one month free trial on the Y Striders website”</i> (39 words)</p> <p>9. Website – Thanks to Elizabeth for her efforts on the webpage and for keeping members informed of activities. Thanks to Joanne Freeman for her posts on the blog</p> <p>10. Entertainment Book – Thanks to Christine Hebron for ordering and the distribution of the books for this fundraiser, and to Julie B for processing payments</p> <p>11. Trainers – Zac Hoyne is no longer interested in the part time position. Ken would like to hear of anyone else who may be interested in the position. A message is to go out to all members via Ros Cook.</p>	Elizth

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	<p>Accepted: Joan DeCastro Seconded: Julie Basire</p>																																																																																																													
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	<p>Joan De Castro provided a Captains Report (in Eva's absence).</p> <p>The club captain has been away for much of the reporting period down south or overseas, no doubt doing secret training. During the reporting period, there have been a few races, plenty of rain and John Wilkinson's evening torture sessions.</p> <p>Following the Bridges race in early April, John kindly came down on Tuesday and Thursday evenings to push the runners out of their comfort zone by introducing them to a program which he uses. He started with a short time trial and based on these results worked out a different program for each runner which they did over a few weeks. The program included a warm-up, dynamic stretching, drills and stride throughs followed by interval type training with fancy names like Tempo and Threshold. This program proved to be very beneficial yielding wonderful times at the HBF race soon after John left to go on holiday. It was lovely for the runners to have a specific focus and to try something new.</p> <p>Since the last report, a big group of runners and walkers completed the HBF Run for a Reason on May 19 – either the 12km, completed by most, or 4km. They started in very chilly weather, but ended up with lovely race weather. Marg, Jenny, Joanne F, Joanne S, Karen, Bill, Kerrie, Leonie, Joan and David M participated with Chris kindly looking after all the winter woollies. In mid-June, Jenny, Helen, Pam, Kerrie and Leonie all participated in the Goodlife Running Festival on Rottneest Island. At the end of June Leonie and Kerrie participated in the Step up for MS challenge and completed 53 steps. A few members have registered for the Women's Classis to be held on 14 July – thank goodness David Meredith is excluded on gender grounds from participating and showing everyone else up!</p> <p>The upcoming focus will be on training for the August runs and walks including the Anne Rinaldi memorial club race followed by the City to Surf.</p> <p>Accepted: Elizabeth Turton Seconded: Karen Castle</p>	
7	Trainer Liaison Report	
	<p>Nola reported:</p> <ol style="list-style-type: none"> 1. Anita, Natasha, Celeste and Deb continue to do a great job as trainers. Anita is covering for Natasha while she is on holidays for two weeks. 2. Zac Hoyne interviewed for the position of Fitness Trainer on 26 April. He has declined the position <p>Ken thanked Nola for following up with Zac</p> <p>Moved to accept: Kevin Adamson Seconded: Christine Hebron</p>	
8	Head Trainer's Report	
	<p>Deb advised that she will be absent on the following dates; Saturday August 3, Saturday September 28, Saturday October 5, Saturday October 12, Wednesday October 2, Wednesday October 9</p> <p>The next offsite session is scheduled for Saturday 3 August when Deb is away. It was agreed to reschedule it to the 10 August when Deb is back</p> <ol style="list-style-type: none"> 1. Deb will monitor each trainer's session once this term 2. Anne Rinaldi Fun run/walk is 6 weeks away. Deb will encourage other trainers to attend 3. Deb is concerned that if she is sick and cannot make it for a Wednesday morning, there will be no cover. She will discuss a solution with Nola 4. Pre Exercise Screening Form is a comprehensive form that is used nationally. Deb believes that using this form will enhance the professionalism of the club, provide evidence of duty of care and help to reduce the possibility of injury or incidents. See discussion under General Business 5. The End of Year Challenge is to be a fair competition, with hopefully more motivated member participation. More details to follow later in the year. 6. Deb would like to ask Bill to organise another Handicap race in September. Deb will discuss with Bill 	Deb

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9	Social	
	<p>Ann has been away so no report was provided. The birthday celebration has been arranged at Eatgreek on Sunday 21st July. Ken will provide a quiz for the night</p> <p>Moved to accept: None Seconded: None</p>	
10	General Business	
	<p>1. Current free trial members Ros reported that she has had 1 enquiry on the phone with a lot of follow up conversations. The person declined to try out the club. There has been 1 free trial in the last 3 months (Rosemary Bourhill). Rosemary has declined to take up a membership.</p> <p>2. Adult Pre Exercise Screening form It was agreed that the first page of the form is almost the same as the current form in use at the club and that most people would not have to fill out the remaining pages. This first stage would be completed when starting a 4 Week Free Trial. Only those people with health issues would need to complete the entire form and obtain clearance from their doctor to continue with a program. This is the second stage which requires completion when joining the club.</p> <p>It was agreed that further investigation was required. Jenny Turner and possibly Susan Hawkins may provide expertise in this area. Deb R after consultation with Jenny and Susan, to suggest a procedure the Club would follow regarding the screening of trial and new members.</p> <ul style="list-style-type: none"> • Privacy – how will the forms be stored and who should be the controller of the documents. Are the files deleted when the person is no longer with the club? Privacy an issue and would need to be handled correctly • How would the person’s medical information be channelled to the other trainers and who would be responsible for this? • Programs – investigate the current programs to confirm which ones should be provided to the person to take to their doctor for approval • Strength – some people only attend the strength sessions. Do they need to have special requirements? • Form Format – do we need to get approval to use the form? Can we add our own logo? Do we remove all evidence of Fitness Aust and Sports Med etc • When the research has been completed and forwarded to the secretary, a Circular Resolution is to be sent to all committee for approval or disapproval <p>3. Secretary – dual role Elizabeth advised the committee that she had approached Joanne Freeman to help with secretarial work because her personal situation may make it difficult to keep up with the workload. She put forward the following proposal as part of clause 22.4 of the Constitution;</p> <p><i>I propose to nominate Joanne Freeman to fill a ‘casual vacancy’ on the committee for the purpose of assisting the Secretary should the need arise and until the next AGM</i></p> <p>Moved to accept: Kevin Adamson Seconded: Christine Hebron All approved</p> <p>4. Future proof the web page Elizabeth said the volunteers who built and maintained the webpage do not have the expertise or the time to find a solution for improvement of the site. A number of ideas need to be implemented but most importantly an improved ‘Members’ area is high on the list which will require a developer to do the programing;</p> <ul style="list-style-type: none"> • ‘Manage your statistics’ area so that people can use their phones to enter their times and distances. This will negate the need to use the computer at the club, Bill will no longer have to do the uploads/downloads and hard copies will no longer be required. People will be able to run out their own summary of progress at any time. 	

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	<ul style="list-style-type: none"> • ‘Wardrobe’ area for purchasing a jacket or shirt. Add to basket and pay online <p>Julie has agreed that current funds should not be used but future fundraising could be saved for the purpose of web page improvement. A tentative quote for the work from an approved web designer is in the vicinity of \$5300. Karen suggested a more detailed brief be sent to gain an accurate idea of the cost involved. Elizth to do this. She will also send the quote and brief to Joan DeC to send on to a friend for checking and/or comment</p> <p>It is intended that the team of 4 volunteers will still be the ones to do any changes of information, the blog and travel notes but the chosen web designer will be the go-to company to fix any problems (at a cost to the club).</p> <p>Spam is a huge problem coming through the web page. People contacting Y Striders are redirected to Ros, Julie or Elizth. This means their private email addresses have been compromised resulting in a large volume of spam. Domain Privacy can be added to the site at accost of about \$13 per year. Elizth recommends that this be considered. The three email addresses are compromised so will still receive the spam.</p> <p>Elizabeth also advised that two pages have been added to the web page under ‘About’. They are;</p> <p>‘Our History’</p> <p>‘Our Mission and Values’</p>	Elizth
	<p>5. Logo</p> <p>The current logo has been in place now for 22 years. Elizabeth said that now would be the time to consider whether it should be changed. Jamie Wyatt may be able to do this.</p> <p>No decision was made. Ken added that the committee should also think about the removal of the letter ‘Y’ from the club’s name. Any name change would require a resolution at an AGM.</p>	Elizth
	<p>6. Thank you</p> <p>Joan DeCastro thanked the committee for changing the date of the meeting so that she could attend</p>	Ken
	<p>7. Tuesday Evening Strength Session</p> <p>Ken would like to trial a strength session for one month to see how it goes. He will compose a message for Ros to send out to all members in mid-August</p>	Ken
	<p>8. Membership</p> <p>Ken is concerned that the uptake of membership is limping along. He asked the committee to think about ways to generate promotion of the club and to feed their ideas to him</p> <p>Kevin suggested that all members be asked to take 5 or 6 Rackcards and have them displayed in public areas. A message to all members is to go out through Ros and Ken will provide the wording</p>	Ken
	<p>9. Anne Rinaldi Fun Run/Walk</p> <p>Elizth will ask Ros if she will agree to host the Anne Rinaldi Fun Run/Walk breakfast at her house – 18th August. The Bacon and Egg Muffins will be cooked by Colin Watkins (Jen’s husband) and possibly John Tomlinson.</p>	Eliz

NEXT MEETING TO BE HELD ON 18 SEPTEMBER 2019

I hereby certify that these minutes have been reviewed and are correct

PRESIDENT or MEETING CHAIR

NAME

SIGNATURE