



Meeting Minutes

Date	16.08.2022
Meeting Type	Committee Meeting
Location	Moonee Beach Hotel

Attendees

Keelan Birch (KB), John Mawhinney (JM), Peter Birch (PB) & Annie Swainston (AS) (arrived at 7:00pm)

Minutes By: Peter Birch

Apologies

Dan S, Mark K, Maaiké V, Chris H

Meeting items

Item #	Item Details	Who	When	Status/comments
1	Open meeting 6:41pm.	KB	16.08.22	Complete
	Previous minutes 23 July 2022 Moved (JM), Seconded (PB)	KB		Adopted
	Business arising - Nil			
2	Confirmation of Policies, Processes and Membership - Agreement that Event Policy, Office Bearers Roles & Responsibilities, Incident Report Form, General Waiver, Membership, Bank Account are formally adopted. Moved (PB), Seconded (JM)	All	16.08.22	Complete Adopted
	- Noting that KB will continue to update the Race Processes Document	KB	Ongoing	Deferred pending further review by Committee
3	Rumble in the Jungle Recap - KB contacted all committee members and volunteers to ensure they provided feedback - KB discussed summary document of	All	Refer to next meeting to discuss	Complete Feedback and lessons learnt to be captured and discussed at future

	<p>feedback received. Overall positive feedback with some good lessons learnt for next time that we can apply across other events.</p> <ul style="list-style-type: none"> - Agreement in principle to hold on 5-6 August 2023 as appropriate date 			<p>Committee meeting.</p> <p>Confirm dates at next Committee meeting</p>
4	<p>Social Run Calendar</p> <ul style="list-style-type: none"> - Agreement that CTR will coordinate individuals to organise social runs - August: Parkrun 200th event - September: - October: - November: - December: Keelan 17th December at Bongil Bongil NP for CTR Xmas Party - Weekend camping trip: AS 	All	Refer to next meeting to discuss	<p>Discuss at next meeting. General agreement to support social runs on FB page but are separate from CTR Inc. Recommend guidelines for organising e.g. run to all pace levels, guide/support person at each pace group.</p>
5	<p>Events for 2023</p> <ul style="list-style-type: none"> - Agreement to proceed with Washpool World Heritage Trails on 26th March with KB as Event Director and to contact Glen Innes Tourism - Dorrigo Rainforest Run - Backyard ultra <p>That KB investigate Coffs Creek Ultra with Council and Showground Moved (JM), Seconded (AS)</p>	<p>All KB</p> <p>KB</p>	Refer to next meeting to discuss	<p><u>Washpool</u> Need roles for Washpool. KB is happy to be RD. John will help out. KB to contact Glen Innes Tourism for sponsorship option.</p> <p><u>Dorrigo</u> Not to run next year due to road issues and time of year in February</p> <p><u>Backyard Ultra</u> Suggestion to use Coffs Creek possibly in June winter solstice</p> <p><u>Other Suggestions</u> Yuraygir NP - to Lake Arragan from Wooloweyah Grassy Head to Mt Yarrahappini Syndicate Track</p>
6	<p><u>Any Other Business</u> Race Clock - \$2,000. Can we hire or seek cheaper quotes - KB to investigate</p> <p>Shirts - do another run. People pay and book on line and once we get 30 we place an order</p>	<p>KB</p> <p>KB</p>	Report all to next meeting	

	Moved (KB), Seconded (AS) Hats - PB to enquire about Tri Club hat source	PB		
	Strategic Plan (SP) KB to begin the process to develop a project plan/outline/schedule for development of a SP for adoption by next AGM	KB		
10	<u>Letter of Appreciation</u> Rumble in the Jungle - to Brown and Hurley and land owners Charlie and Kylie, Mountain Community Network. Keelan to sign	PB KB	ASAP	
11	Meeting closed - 8.32pm Next meeting - TBC			