



## Meeting Minutes

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|--------------|-------------------|
| Date         | 15.10.2022        |
| Meeting Type | Committee Meeting |
| Location     | Supply Cafe       |

### Attendees

Keelan Birch (KB), John Mawhinney (JM), Peter Birch (PB), Annabelle Swainston (AS), Chris Hamilton (CH) and Dan Stein (DS)

Minutes By: Chris Hamilton

### Apologies

Mark K, Maaike V

## Meeting items

| Item # | Item Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Who | When     | Status/comments                                    |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|----------------------------------------------------|
| 1      | Open meeting 8:10am<br><br>Previous minutes 16 Aug 2022<br>Moved (PB), Seconded (KB)<br><br>Business arising - Nil                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | KB  |          | Adopted                                            |
| 2      | Social Runs – Detailed group discussion on the best way to facilitate the social and encouraging side of trail running.<br><br>Key notes:<br><ul style="list-style-type: none"> <li>- Committee capacity</li> <li>- Liabilities</li> <li>- Frequency</li> </ul><br>It was agreed:<br><ul style="list-style-type: none"> <li>- The CTR Club will encourage and support individuals to post up social runs on the CTR Facebook Group whenever they like which in turn creates an informal social run calendar</li> <li>- The CTR Club will currently have no direct affiliation with the social run (eg, no insurances, no sanctioning and approvals</li> </ul> | All | 15.10.22 | Agreed/ Ongoing review on performance and feedback |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                     |                                 |  |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------------------|--|
|   | <p>sort will be currently be sort) which will be organised by individuals</p> <ul style="list-style-type: none"> <li>- KB to draft and share a “minimum” information checklist that can be used by individuals posting up a social (eg, location, parking, any facilities such as bathrooms nearby, distance(s), any maps/ details of the course (length, elevation, conditions of terrain), start time, estimated pace(s))</li> <li>- The CTR Club would ideally like to be see social runs organized by individuals at minimum 1 per month – ideally 1 every 2 to 3 weeks</li> </ul> <p><i>Note: KB noted that he will organise a social run and tie in a “Christmas” party theme (eg, post run swim/bbq etc) as an individual, not as a CTR committee member</i></p> | <p>KB</p> <p>KB</p> | <p>22.10.22</p> <p>29.10.22</p> |  |
| 3 | <p>Rumble in the Jungle</p> <p>Committee agreed regarding all points raised (refer Item #2 15.10.2022 meeting agenda) for 2023 such as race numbers, distances, start time, supporting local businesses etc</p> <p>Committee agreed that lead volunteers at CTR events (e.g. those who don’t run the event) will be given a free entry to one of the CTR events.</p> <p>KB to develop basic spreadsheet outlining current volunteers with free entry</p>                                                                                                                                                                                                                                                                                                                | All                 | 25.10.22                        |  |
| 4 | <p>Washpool World Heritage Trails</p> <p>Gibraltar House is booked Thursday to Monday</p> <p>KB provided overview of volunteers roles needed (e.g. merchandise, registration, parking marshall, sweeper, first aid, 2 x aid stations)</p> <p>JM will assist KB prior and during event as volunteer (course set up etc)</p> <p>KB raised point, agreed by committee that all future CTR events will need a volunteer coordinator role</p>                                                                                                                                                                                                                                                                                                                                |                     |                                 |  |
| 5 | <p>Elite Energy</p> <p>Summary of recent activity between EE (Emo) and Keelan</p> <ul style="list-style-type: none"> <li>- EE are keen on large scale activities in Coffs, including a significant trail run event (kids options, 5, 10km and longer options possibly out to 100km</li> <li>- EE paid KB for IP on the region</li> <li>- June 2023 is the date in mind</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                       |                     |                                 |  |

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|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------|--|
| 6 | <p>Backyard ultra</p> <p>It was raised to put this event on hold at present until CTR have more visibility on the EE event outcomes (to avoid a clash)</p>                                                                 |  |          |  |
| 7 | <p>Traffic Control Plans</p> <p>KB told by Kempsey Shire Council that a future Sea to Summit event (Mt Yarrahapini) would require a Traffic Control Plan.</p> <p>KB to discuss with EE how they could assist with this</p> |  | 25.10.22 |  |
| 8 | <p>CTR Strategic Plan</p> <p>Agreed to defer until after first AGM</p>                                                                                                                                                     |  |          |  |
| 9 | <p>Items for purchase</p> <p>Hats. PB to follow up on option</p> <p>Race Clock. KB provided estimated quote. Not considered necessary at this point in time</p>                                                            |  |          |  |
|   | <p><b>Meeting closed – 9:25am</b><br/> <b>Next meeting – Saturday 11<sup>th</sup> March 2023, 8am at Supply</b></p>                                                                                                        |  |          |  |