



Meeting Minutes

Date	Thursday 22 February 2024 - Meeting open: 6:20 pm - Meeting close: 7:30 pm
Meeting Type	Committee meeting
Location	King Tide Brewery

Attendees

Keelan Birch, Dan Stein, Karl Phillips, Jessica O’Leary, Chris Hamilton, Darren Bow and Annie Swainston (arrived ~7:00pm)

Minutes By: Chris Hamilton

Apologies

Bryan Ries, Brad William

Meeting items

Item #	Item Details	Who	When	Status/comments
1	<p>Washpool World Heritage Trails</p> <ul style="list-style-type: none"> - Event already sold out and waitlist is full - Emergency plan to be reviewed - Discussion on splitting the event over 2 days in 2025 to allow more numbers. Agreed this is subject to further discussion after 2024 event review and community feedback. - Event Guide reviewed - send out to runners 1 (one) month before event - General Discussion – Volunteer roles filled, Hats ordered (\$2,200), Bryan/Keelan planning for course mark out and final RD duties. Event financials showing slight profit position (~\$500) currently - Purchase trail brew for an option at aid station (along side water) - Container tidy up and key items brought to the front - Elize doing event photography 	<p>KB/ Bryan TBC</p> <p>Keelan</p> <p>Noted</p> <p>Keelan</p> <p>Keelan and help offered by Brad and Karl</p>	<p>Before event Later 2024</p> <p>Before event</p> <p>Before event</p> <p>Before event</p>	
2	<p>Coffs Backyard Ultra</p> <ul style="list-style-type: none"> - Currently at ~100 entries, many from outside of Coffs - Discussion on prizes and awards. Agree to have an online Honor role for key milestones (4,8,15,24 laps). All participants (except overall winners) get a wooden spoon (wording to be finalized). Winners trophy (last person standing) - Food stall ideas – donuts (OMG), ice cream/ sweats van, Coffee van 	<p>Committee</p> <p>Committee</p>		

	Committee meeting to occur (~2 weeks) before Coffs Backyard Ultra to finalise planning the event	Noted		
3	<p>Rumble in the Jungle</p> <ul style="list-style-type: none"> - Currently at 254 entries (essentially sold out) to the 250 limit. Agree for Keelan to notify via socials the event is 95% sold out and to close off the entries at approx. 275 - Stalls discussion – Food (Coffee van), donuts (OMG), ice cream/ sweats van. Local community group did food last year – approach them first however prepare for more food and people (last year many items sold out and the wait time grew very long) - Committee meeting to occur (~2 weeks) before Rumble to plan the event 	<p>Keelan</p> <p>Keelan</p> <p>Noted</p>		
4	<p>Upcoming social runs</p> <ul style="list-style-type: none"> ● Sunday 25th February 2024. CTR Washpool Training Run #1. Coramba ● Sunday 10th March 2024. Washpool Training Run #2. Bruxner Gap & Swans Road ● Sunday 12th May 2024. Backyard Ultra Training Run #1 at Coffs Creek ● Sunday 19th May 2024. Backyard Ultra Training Run #2 at Coffs Creek ● Sunday 16th June 2024. Rumble in the Jungle Training Run #1. Dairyville ● Sunday 30th June 2024. Rumble in the Jungle Training Run #2. Ulong <p>No other events listed as a clash</p>	<p>19th May clash with proposed Redrock to Coffs event</p>		
5	Coffs Triathlon 2024 is cancelled (not enough time for EE to market well and risk of lower numbers). Coastal run opportunity to partner the same weekend an option for 2025	Noted		
6	<p>Spotlight on CTR Club members</p> <ul style="list-style-type: none"> - Annie suggested doing monthly Facebook post as a good way to get to know the members and make conversation starters <p>Started</p>	Annie		
7	<p>Banking</p> <ul style="list-style-type: none"> - Discussion on if a minimum amount be kept in the bank at all times in case of emergencies (e.g. \$5,000 if we have to refund an event) – Committee agreed that \$5,000 is adequate. Consider how this is “held” – eg a second account or covered in the clubs financials (P&L)? 	Dan		
8	Qualification to “Trail sisters” as a women’s friendly/ endorsed event. Keelan to explore the details to qualify further and share to the committee (we may already be close to or meet the requirements now?)	Keelan		
9	Grafton planning to form and official club/association (much like our own)	Noted		
	<p>Meeting closed: 7:30 pm</p> <p>Next meeting: TBC (Either April after Washpool or May to be closer to BYU)</p>			