Coffs Trail Runners

Meeting Minutes

Date	Thursday 03 April 2025
Type	Committee Meeting
Location	Coffs Harbour Yacht Club

Attendees

Keelan Birch, Janelle Giffin, Karl Phillips, Greg Smith , Chris Hamilton. Brad Bryan,

Apologies: Annabelle Swainston, Andrew Ferguson, Bryan Ries

Meeting opened: 6:30 pm

Meeting items

Item #	Item details	Who	When	Status/comments
	Confirmation of minutes of previous meeting	Greg		Seconded CH
1	**<u>Event Rundown</u>** **Washpool World Heritage Trails 2025** Discussion:			
	Revised start times. 8.00am start Sat 50km and 25km Sunday. 8,15am 9km.	Keelan		Agreed
	Mandatory gear change for next year. Emergency food extra for 50km but not 25km	Chris		Agreed
	Must have Sat phones as backup..	Keelan		Agreed
	Review of risk assessment	Janelle		
	Add formal presentation time 2.30pm Sat 10.30am Sunday	Keelan		Agreed
	No optional Bib collection prior to 25km.	All		Agreed
	Adjust traffic management plan (Formal Quote for 2026)	Keelan		Agreed
	All future events. No deferrals within 2wks of event			Agreed
	Mandatory 1ltr but weather dependant 2l at Coombadjha 14.2km. Update website	Keelan		Agreed
	Hats every year as finisher prizes. Foldable chairs for Boundary Falls aid station	Chris		Agreed Agreed

	2025 Budget review and 2026 Proposed Budget Price increase for 9 km to cover costs of hats to $15 25 and 50 to remain the same price Better system for aid stations to tick off runners and knowing exact numbers Push people to cancel camping if not attending and add to communications prior. **BYU and Rumble** General Discussion: Covered in FB discussion **Upcoming social runs** Battery Falls. Red Rock/Coffs.. 18th May **Other Business** Discussion: Someone to assist in race roster/admin emails Purchase of speaker/microphones 2 stretch table purchase and 6x3 marquee More round water jugs purchase 4 more 6ft bi-fold tables purchase Flask orders for 500ml. Shirt order, BYU/Rumble/CTR 100 each	Greg Keelan Keelan Keelan Brad		Agreed Further discussion needed Agreed Andrew to look at dates Agreed Greg to assist Further investigation Not right now but in future Agreed Agreed Agreed Agreed
	Next Meeting 15th May at TBA			
	Meeting closed		7:44pm	