

Shrewsbury Bowman Committee Meeting

Date: 15th October 2020

Time: 18:30 BST

At: Monkmoor Recreation Area

Minutes



Present	Phil Knight (PK)	Tom Harper (TH)
	Helen Hearn (HH)	Debbie Armstrong (DA)
	Alice Croft (AC)	
	Stephen Medley (SM)	
Apologies	Graham Barre (GB)	

	<u>Agenda Item</u>	<u>Action</u>
1	<p>HH thanked everyone for coming to the meeting and also for wanting to help the club.</p> <p>PK – We need a chairman. But everyone asked what does a chairman do? HH confirmed the thoughts behind the day to day running of the club. If COVID has taught us anything it is about sharing the load and ensure that the club continues.</p> <p>PK – Should the coaches be on the email access for the club? This ensures that load is shared amongst all the coaches. A/P1</p> <p>The Chairman should be a figurehead who should attend heritage shoot, as well as the county meetings, and produce a report on behalf of the club. The report contains information such as beginners' courses, and other activities that the club were up to, also that we were full up for the year. This position also reports into the regional meets, and the club contributes towards regional fees.</p> <p>The county and region can also support with grants etc. There are some clubs who represent the country, but we are more a fun club.</p> <p>- Fees are normally - £6 PP for region, and £2PP for county</p> <p>AC and HH asked if PK would still like to continue in the role and he has agreed.</p> <p>DA/AC has advised that they would like to attend a session, so that if PK ever can't make a meeting, then there is someone available to cover.</p>	<p>A/P1 – Phil to add all coaches onto the access for the club email address. So, all coaches can respond to emails on behalf of the club</p>
2	<p>Treasurer Role</p> <p>Both HH and PK have a cheque book for the club, however, there needs to be a third signature though. Request into GB, would he be this third Signature?</p> <p>HH confirms that everything needs a cheque. The frustrating thing with the treasurer side of the club is there isn't any way to easily track money</p>	<p>A/P2 – Confirm GB to be third Signature for Treasury Role</p> <p>AP/3 – DA investigate how</p>

	coming in and out, without a bank statement. Also, any club spends are normally conducted using PK's credit card. Lloyds bank have confirmed that online banking isn't a possibility, but we will revisit this.	we can use online banking, also investigate possibility of a club Debit Card
3	Membership Secretary This role is to continue, however HH will now take ownership of this role from PK	
4	Social Media and Facilitator SM to continue Social Media role. We are now on Facebook, and it is a public group. We all need to start posting to the website. The website looks old and dated. Can we remove some of the content, make it simpler? Can we connect it to Facebook? Would this also fulfil the role of entertainment secretary A/P – Have we all got pictures from beginners and other groups, that we can upload to the Facebook. A/P – Can we investigate the public group settings, when it comes to beginners' courses etc. Need to get permission for photos of taster sessions and beginners.	A/P4 - SM to review Website code and make website more appealing.
5	Co-ordination course/Coaches' course (GB to take the lead / AC to support) - GB would like this role, and Sean would like to be a coach £275 for a coach. To get in touch with Tim Swaine - How do we inspire beginners into signing up for membership? - Taster sessions / Have a go / Then sign up to a 4-week course? Historically we've run 3 courses a year with 6 people on each course. We normally have 2 or 3 members who leave the club per year and then 2 or 3 members who join. So, we've always got roughly about the same amount. - How do we get more people coming through? - How much do other clubs charge? Do we need to put prices up? o £120 for your club, goes £55 to Archery GB - A/P – Need an inventory of equipment. - A/P – Need a stock take and figure out how much we need to buy for this year. o Some bows needs some TLC o Can we resell our kit to the beginners? And then have more up to date bows. We can then offer a starter second-hand kit to our beginners.	A/P5 – GB to be investigate coaches' courses for him and Sean.
6	Other Roles a) Equipment Manager (GB) b) Social Secretary – Festive frostbite shoot, Santa Sack – Tom c) Competition Secretary – HH will continue d) Heritage Shoot – Get together for all the clubs in the area. With Jeff leaving it leaves a hole. Not a massive concern right now, but we need to consider fulfilling this role moving forward. Adcote fix the date.	A/P6 – GB - Need an inventory of existing equipment

	<p>e) General Secretary – To pick up the odds and sods</p> <ul style="list-style-type: none">- DA/AC to take a lead- Indoor Venue – Sundorne School? Or Priory School – Still needs investigation.- This also includes the Public Secretary role- Health and Safety Secretary	A/P7 – TH – Arrange festive shoot
7	<p>AOB</p> <p>None – Just a big thank you from PK and HH for everyone wanting to support and help</p>	