



## Minutes for a Virtual Exec Meeting Wednesday December 6th, 2023

ITEM	SUBJECT	ACTION
1	<p>Attended: Will Carter (WC), Phil Robson (PR), Fiona Smith (FS), Jane McQuitty (JM), Rob Dent (RD), Dave Peacey (DP), Tegan Lodde (TL), Harry Latham (HL), Hilary Pearce (HP), Rachel Chicken (RC)</p> <p>Apologies: Charli Roberts, sophie Mutimer, Jemma Jones, Caz Ingram</p>	
2	Outstanding actions	<p>WC - Transfer email addresses over (Secretary, Treasurer) - TO DO</p> <p>WC - Send message to all members reminding them not to accrue more than £50 Teamo debt</p> <p>FS - Send email to M1 and L1 squads informing them of the ability to opt of being named on the EHL website (JJ to provide background)</p> <p>JJ - Share instructions to the captains' group on how to create weekly team sheets. Start posting regular team sheets for all teams.</p>
3	<p><b>Membership update - HP</b></p> <p>HP keeping on top of all outstanding membership and match fees. Working with Teamo to understand non-categorised members</p>	<p>WC - Chase all players who owe more than £50</p> <p>HP and JM - send list to WC</p>
4	<p><b>Welfare update - FS</b></p> <p>Long discussion on the need to gather safeguarding and first aid certificates from all coaches, captains and managers. Agreed to give coaches until 31st Jan to provide certificates.</p> <p>Agreed that over the summer we would create and send a coaching contract to all paid coaches to remove this obstacle next season and ensure all coaches, captains and managers have first aid and safeguarding in place before the start of the season.</p> <p>FS sent an email to the Academy advising on dangers of wearing jewellery when playing hockey.</p>	<p>FS - Update spreadsheet and send to WC along with copy of email already sent to non-responders</p> <p>WC - Chase all non-responders with requirement to provide certificates by Jan 31st or payment will be withheld</p> <p>RC - Create coaching contract for 2025 season, include First Aid options (either group session at CHC or individual accreditation)</p> <p>RC - Add to actions to June 2024 to implement coaching contract</p> <p>TL / RD - Check and replenish all first aid kits before Jan. All need gauze, antibac wipes and more ice packs</p>
5	<p><b>Social update - CI / HL</b></p> <ul style="list-style-type: none"> <li>- Christmas club day - 9th Dec - 24 signed up</li> <li>- Christmas social O18s - 9th Dec at Brewdog.</li> <li>- Dinner dance capacity at the Storyteller is 85 people for a sit down meal. Posted on</li> </ul>	<p>RC - check bibs for club day</p> <p>HL - Check races on 27th Jan and 16th Mar won't impact our socials</p>

ITEM	SUBJECT	ACTION
	<p>Teamo. Will secure a seating area in Home and Botanic in the new year.</p> <p><b>- Next socials:</b></p> <ul style="list-style-type: none"> <li>- 27/01/2024 - 7pm - Brewhouse</li> <li>- 24/02/2024 - 7pm - Tivoli</li> <li>- 16/03/2024 - 7pm - Norwood</li> </ul>	
6	<p><b>Veo update</b></p> <p>7 matches recorded so far: 2 L1, 2 M1, 2 Cobras, 1 Cheetahs, 1 U16B</p>	RC - Make a note to carry out an analysis in April 2024 on cost per match
7	<p><b>Club days</b></p> <ul style="list-style-type: none"> <li>- 9th Dec</li> <li>- 24th March (VP Day)</li> </ul>	
8	<p><b>Treasurer update</b></p> <p>Thanks to TL for cancelling pitches due to weather.</p> <p>Advised caution to keep on top of match fee debtors</p>	
9	<p><b>Fundraising update</b></p> <ul style="list-style-type: none"> <li>- 29 bobble hats sold</li> <li>- Fantasy League to start in Jan 24</li> <li>- PR suggested investigating Cheltenham Lottery</li> </ul>	<p>RD - Check with bath Buccs how Fantasy League money is collected</p> <p>RC - Investigate Cheltenham Lottery</p>
10	<p><b>Academy update</b></p> <p>Good performance at Indoor, notably the U18G coming runners up to Clifton</p> <p>Discussed idea of running an open day for U14 new joiners, at Balcarras</p> <p>Discussed running camps in 2024</p>	<p>RC - Reserve dates with Hobbs and Padley</p> <p>RC - Form U14 open day sub committee (Rob, Tegz, Rachel)</p> <p>RD - Target schools to run taster sessions (Balcarras, Tommy's, Bournside, LHS)</p>
11	<p><b>Charity discussion</b></p> <p>Adult clubs cannot claim gift aid, so we can't become a charity. CASC is the best option if we want to pursue this.</p>	
12	<p><b>Performance player recruitment</b></p> <p>Discussed why players leave CHC (travelling, uni, to have kids, for a higher standard) and where they might join from (private schools, new to the area, Gloucs uni)</p>	RD - Target unis and private schools with an intro email to CHCC
13	<p><b>Gift of Kit</b></p> <p>WC suggested buying some club shirts as spares, COmmittee disagreed as it would not encourage players to buy their own.</p>	<p>WC - Reach out to all new coaches and managers to offer free coaching jackets</p> <p>TL - Send club message reminding members to buy their club shirts</p>
14	<p><b>AOB</b></p> <p>Team photos</p>	<p>RD - investigate cost of professional photographer taking team photos (3rd Feb good date for ladies)</p> <p>RC - Liaise with Jerry to get boards updated</p>
15	Date of next meeting	10th Jan

