1. **In Attendance**

Frank Stephenson, Mark Ellis, Gillian Kemp, Samantha Keogh, Steve Foster & Lesley Foster

1. **Apologies for Absence**

Tracey Matheson-Smith & Michael Keogh

**Actions from Last Meeting**

* Cones & Javelin have been ordered and been delivered
* Stats for website and Kit page still to sort out
* AAP Bid documents for long jump pit completed and submitted
* Sam has completed Tesco blue tokens application
* Still to look at CDS funding options
* Game Changers voucher codes received and distributed
* Andrew from Fram School has been to first training session
* Still need to speak to Max/Luke H & Owen for Athletics Leader courses

1. **Financial Update**

Current Surplus Members Contributions is £2,887.70 however the NEYDL fees of £300 are still due. Membership fees and Hog Roast tickets were still a major income source in the month.

The major costs paid on behalf of members in the month included the Hog Roast (which made around a £100 loss) plus Track fees.

**Action:**

1. **Website Update**

The action on stats for the website still needs to be explored, along with updating the Kit page (which Mark has photos for) and the target for completion is for the next committee meeting.

It was also agreed to update the main photo on the website with a group photo. A discussion took place on updating the gallery pages and it was agreed to only show a limited number of photos due to the time to upload them and the space they take.

**Actions:** Mark to look at stats for website and the kit page.

Mark to change photo on main page.

1. **Social Media Update**

We now have 88 followers on Facebook (up 5), 34 on Twitter (up 2) and 24 on Instagram (up 2).

**Action:**

1. **Funding Update**

Sam has completed the application to Tesco for us to have a blue token collection at the Dragonville store, but it may be some time before we’re actually featured in the store.

The AAP Bid has been completed and submitted and was to be presented at the AAP Board meeting on the 25th June for approval. The funding would pay for the installation of a long/triple jump pit and runway at the school. There would still be around £1,500 to raise and we’re hopeful that the school will up their contribution, plus the club will arrange some fundraising.

Mark will look at other potential funding from the County Durham Sport list and our next target is a high jump bed and uprights. We can also get bursaries for coach development via County Durham Sport.

The club has received a £100 donation from Brancepeth Thai Chi Club.

The club has also been donated some throws equipment from David Frew.

**Actions:** Mark to provide updates on AAP Bid.

Frank to arrange meeting with Fram School on funding for the pit.

Mark to look at other funding options available from Country Durham Sport.

1. **Gamechangers & County Durham Athletics Network**

We’ve had some progress on Game Changers as we’ve now had the voucher codes for the remaining courses. Natasha & Kamila are booked onto the Coaching Assistant course on the 29th/30th June and places have been reserved for Matthew and Amy on the Leading Athletics course on the 13th October. We still haven’t seen Max, Owen and Luke H to discuss them also doing the Leading Athletics course, with the club picking up the cost. It was also good to note that Andrew from Fram School has been to his first training session.

The club will pay a £25 membership for the 2019/2020 year for CDAN and an invoice has been received. The club will benefit from being able to compete in their summer and winter competitions, plus they can also part fund coaching courses for individuals.

**Actions:** Mark to speak to Max, Luke H & Owen re Athletics Leader course.

1. **Club Admin Items**

***Coaching & Committee Roles –*** It had been noted that Tracey didn’t want to continue in her media role on the committee and it was agreed that we would advertise on social media for the position as we do need some support on the website and social media. It was also agreed that we need to encourage both Tracey and Michael back to the coaching team as the number of athletes is increasing most weeks and we need the help to ensure that we can maintain the ratios and still take additional athletes.

***Presentation Night*** – a discussion took place on us holding a presentation night, with the aim to hold something between the end of the track season and start of the Cross Country season. The suggestion was to see if the School Hall could be a suitable venue and Frank is to speak to Caroline Slane to see if this is possible. A potential date around the 28th/29th September weekend has been agreed. A meeting will be held before training on the 16th July to plan out the event.

**Action:** Mark to do a Facebook post for Media Volunteer.

Frank to approach Caroline Slane about the School hosting presentation night.

Mark to circulate the Houghton Harriers awards categories again.

**9 Any Other Business**

* It was reported that the Hog Roast event made a loss of around £100, but the benefit to the club was worth the financial loss.
* We need to improve the communication with Jarrow & Hebburn AC on athlete availability at NEYDL matches as there had been a couple of late reshuffles for our athletes at the 23rd June meeting.

**10 Date & Time of Next Meeting**

The next meeting will be on Monday 5th August at 6.30pm at Framwellgate School.

Notes completed – 5th July 2019