**Port Pacers Committee Meeting Minutes**

**November 2018**

**Attendance: Sally, Jon, Kylie Y, Kylie B, Luke, Sue, Clarissa, Kirsten, Jane.**

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| Member | Topic | Discussion |
| Sally | Last months minutes – follow upSue – run down under?Kylie Y – car stickers? | SUE – RUN DOWN UNDER – we have been added as a club on there. Jump on and register if you are interested. Kylie Young – Car Stickers – The design is organised and the order will be going in shortly. |
| Jon | Merch update | Jon spoke to china. Visors will be here by the end of the month. Singlets and run belts should be here in the next 2 weeks.  |
| Kylie B | Council approvals, Risk assessments | Council application has been submitted. National Parks has sent a letter back saying that they are happy for us to use the Coastal Walk. They will send us a letter of approval to submit to council. Kylie to post national parks letter.We are still waiting to hear back from council regarding our application. Risk assessments – Run Leaders/ Run coordinator for each run who will run through the hazards of the run. The run leader/run coordinator will be a committee member (if no committee member present then the committee will nominate a run leader/ run coordinator).Sally to speak to Emma at Espresso four to keep our log book there for pursuit Sunday.  |
|  Kylie B | Social CommitteeChristmas etc | Adults Christmas Party – Pay ASAP. Payments required by Nov 18th!!!! We need to put numbers into restaurant. Jane to post a list of who is paid up. Lighting of the Christmas Tree – Picnic on Town Green. BYO your own everything. 30th Nov.Boys Night – Dave Mayes to organiseCamping Trip – March 2nd and 3rd. |
| Jane | Finances | Jane will put financial report in Pacers GroupThe monies owning to the committee can be paid back after the Bunnings BBQs |
| Clarissa | Bunnings BBQ | First one 7th of Jan. Please volunteer. Clarissa will make an event for this to create a roster. |
| Luke | Insurance – pacer endorsed runs & liability/ non pacer endorsed run |  Insurance discussed the need to clarify for members.Luke to email Jon about Insurance.  |
| Sally | General Business |  Every second Sunday is pacer pursuit and every other Sunday is Social Sunday .Try to make weekly official pacer runs. We have lots of fun and our speed sessions are great. |