



## MINUTES OF MEETING OF DUNDONALD GYMNASTICS CLUB

MONDAY, 15 FEBRUARY 2010

### PRESENT

Clive  
Scott  
Dawn  
Linda  
Sara

### APOLOGIES

Sylvia  
Yvonne

#### 1 GYM MARK

At present we are awaiting to hear back from Gym Mark to find out exactly what paperwork etc is needed. Dawn proposed that anyone who wants to become involved in organising the paperwork meets up at a separate time. Dawn to email everyone and arrange times/people

**ACTION DAWN**

#### 2 FIRE DRILL

It was agreed that a fire drill is a necessity. Members of committee are to speak to parents when dropping off / picking up gymnasts to explain what should happen in a fire drill. Scott, Linda & Sylvia to organize action plan for doing drill.

**ACTION ALL**

#### 3 FEES

Dawn proposed that she collects fees by writing letters to the parents, to be given to gymnasts. Letters should be handed out a couple of weeks before next fees are due - with a 2 week period to pay. Letter should have a tear off slip for gymnasts name and should be handed to coach, with money, in a sealed envelope. It was agreed that a 10% surcharge is to be added to late payers (parents to be notified of this surcharge in the letter for fees!)

**ACTION DAWN**

#### 4 BANKING

Signatories for bank account to be altered – Angela & Ann (resigned) still on current list.

**ACTION DAWN**

#### 5 VAT / CASC

We would like to have this moving along by the end of February!

**ACTION CLIVE/DAWN**

#### 6 EXPENSES

It was agreed that expenses should be paid by DGC to coaches / volunteers when travelling to competitions / squad training sessions. There could be possible tax implications – Sara to look into. Possible way forward would be to refund petrol receipts.

**ACTION SARA**

#### 7 SQUAD GYMNAST FUNDING

It was agreed that any gymnast achieving squad status should be offered a subsidy on their squad fees. It was agreed that the best way of doing this would be to waive DGC fees. A formal document should be drawn up to basically

state that if gymnast withdraw / are withdrawn from squad then the subsidy will cease. Information regarding this subsidy should appear on our website.

**ACTION DAWN/CLIVE**

## **7 WEBSITE**

New class photos and coach photos should be updated on the website. Also needed is a note that gymnasts enter the development classes by invitation only.

**ACTION CLIVE**

## **8 DEVELOPMENT GYMNASTS**

It was agreed that Scott should talk to the parents to explain what their children are working towards! Scott to draw up a document – starter pack for development / academy squads.

**ACTION SCOTT**

## **9 MEDIA**

Clive to contact Ayrshire Post to look at getting a general article about DGC published. Results from squads and development competitions to be shown. Also look at getting article in Scottish Gymnast magazine.

**ACTION CLIVE/SCOTT**

## **10 COACHES**

We are looking to recruit 1 or 2 new Level 1 coaches. Advert to be placed on the website to see what interest can be generated before advertising further afield (if necessary). Tracy to do Level 2 coaching. Sara to take further judging course if they ever happen!

**ACTION CLIVE**

## **11 TUTORING COURSE**

Scott to look further into the feasibility of holding tutoring courses, and also sports therapy courses.

**ACTION SCOTT**

## **12 PREMISES**

Things are still moving along (slowly) with South Ayrshire Council. SG are being very supportive and providing help. South Ayrshire have agreed to store floor for us – with volunteers needed to help move the floor into storage!

**ACTION 10 STRONG MEN**

## **13 EQUIPMENT**

Scott to provide Dawn with a list of equipment needed (mainly pads and mats and a “springy springboard”). Dawn to price and buy.

**ACTION SCOTT/DAWN**

## **14 SUMMER COMPETITION**

It was agreed that the best date for DGC summer competition was 12 June.

## **15 SOCIAL SECRETARY**

In her absence, Sylvia was unanimously voted in as DGC’s Social Secretary. Her first official job is to organize summer night out!

**ACTION SYLVIA**

## **16 DATE OF NEXT MEETING**

Monday 22<sup>nd</sup> March at Dundonald Activity Centre