




# MINUTES

Trail Running SA Committee Meeting  
**Wednesday 9th August 2023**  
 Zoom Meeting, 6:30-8:30pm

	Agenda Item	Responsible
1	<b>Present</b> Hans, Peter, Jim, Jane, Alison, Dan, Mick, Andy, Alison, Belinda	Lesley
2	<b>Apologies</b> Nil	Lesley
3	<b>Minutes of previous meeting</b> Accepted as written	Peter
4	<b>Finance Report</b> \$63,600 current balance 486 members 580 entries for Mt Crawford - Forestry SA permits are expensive and make events in their areas less profitable.  Currently in a profitable position, however we have planned expenses later in the year.  <b>ACTION: Committee to request reduced pricing from Forestry SA across all events.</b>	Jane
5	<b>Correspondence received</b> <ul style="list-style-type: none"> <li>● UTMB points query - Brett Kennedy: enquired if we could organize UTMB points for our events.</li> <li>● First Aid - previous provider has ceased operation.</li> <li>● SA Water - grants are open for 2024.</li> </ul> <b>ACTION: Andy will look into SA Water grant for 2024.</b>  <b>ACTION: Hans will look into what's involved to obtain UTMB points for our events.</b>	Peter
6	<b>Mt Crawford debrief</b>  Jim read through his event review document including key findings and recommendations for future events. Very smooth event with no major issues. See Other Business for one issue with the first aid supplier.	Jim

	<p>Mobile access was very limited - need to consider this as a site factor moving forward.</p> <p>Course marking - course markers ran out of materials at 4km; issue in the long course before the single track section. Did get a little short on course marking materials at Sturt Gorge, so may need to look at supplies. Hans suggests purchasing some small flags to stick in the ground instead of ribbons. Dan has used a great option at interstate events and will try to source them.</p>	
7	<p><b>2023 Series Planning</b></p> <ul style="list-style-type: none"> <li>● Devil's Nose: <ul style="list-style-type: none"> <li>○ All on track. Event application approved. Maps are finalised. Nothing out of the ordinary to resolve.</li> <li>○ Volunteer requirements to be sent to Jane.</li> <li>○ Drone access to be confirmed.</li> <li>○ Parking will be hampered if we have a lot of rain; Oval and camping ground access available pending rain; do not want to go down the path of bus transfers. Will review options as we get closer. Add a third medical aider at the top of Devil's Nose for additional support. Dan will liaise with Cherie and the medical supplier.</li> </ul> </li> <li>● Mt Bold: <ul style="list-style-type: none"> <li>○ Held a meeting with Peter Stokes from SA Water; really positive and he is a trail runner.</li> <li>○ Cannot access the dam wall; will need to descend the steep track; would need to position a first aider here and consider star dropper ropes to assist participants; need to communicate this steep section to participants; could organise a social run for course familiarity; consider placing signage on the track to warn of steep descent.</li> <li>○ Car parking area has been approved, but requires a contingency plan. Kangarilla has a fire safe zone that could be used as a carpooling/shuttle space.</li> <li>○ Drone permit will be required.</li> <li>○ Need to submit the event permit. Awaiting permit access to Jupiter Creek and Forestry SA for the small Kuitpo section.</li> <li>○ Still to determine how we want to use the grant money.</li> <li>○ Opened the conversation in the SA Water meeting for SA Water to consider their branding exposure at the event.</li> </ul> </li> </ul> <p><b>ACTION: Andy will review/prepare the event permit for Mt Bold.</b></p>	Dan Mick/Belinda

	<p><b>ACTION: suggestion sheet for Mt Bold to be circulated. Schedule a zoom meeting prior to the next meeting to discuss Mt Bold.</b></p>	
8	<p><b>Review of <a href="#">Action Items</a></b></p> <ul style="list-style-type: none"> <li>- Risk Management review update: <b>ACTION: Lesley to circulate email from consultant.</b></li> </ul>	
9	<p><b>Asset replacement/rebrand update</b></p> <p>The committee reviewed the rebranding version and voted for Logo Option B. The creative for the new event in October was also reviewed and approved.</p> <p>Next steps for the rebrand:</p> <ul style="list-style-type: none"> <li>• Embark on an asset end-of-life replacement program that incorporates refreshed branding</li> <li>• Recommendation for website: <b>ACTION: Alison and Lesley to meet and review options for website.</b> Alison's son will provide a quote to do the website build with Alison overseeing it.</li> <li>• Need to consider our merchandise requirements, especially requirements for pre-Mt Bold. Idea to give-away a shoe bag to all participants. <b>ACTION: Belinda to investigate shoe bags.</b> <b>ACTION: Andy to investigate banner replacement costs.</b> <b>ACTION: Belinda to investigate tech tops.</b> <b>ACTION: Jim to review inventory list and advise of all items that need replacing.</b></li> </ul>	
10	<p><b>Other business</b></p> <p><b>AGM end of year function:</b> Sunday 12 November most suitable date. <b>ACTION: venue to be booked (Belinda/Mick) - provided for free</b> <b>ACTION: pizza to be ordered (Jane to book)</b> <b>ACTION: coffee to be ordered (Jane to book)</b> <b>ACTION: volunteer gifts to be ordered (Jane - deferred)</b></p> <p><u>Committee term:</u> It was raised by a committee member that it may be beneficial to introduce two-year committee terms to give people the chance to build on their knowledge and expertise each year; having mostly been newly appointed, most of the Committee are just getting into the swing of things now and it would be a shame to end the term after only one year. <b>ACTION: Jim to investigate changing the constitution to change Committee term to two-years.</b></p>	

	<p><b>Event First Aid:</b> The providers did not have heat blankets and sufficient bandages for Mt Crawford, which is unacceptable. <b>ACTION: Dan to give feedback to the first aid supplier to ensure appropriate equipment and supplies are always on site.</b></p> <p><b>Supporters:</b> the Committee are pleased to welcome Sue from Groovy Gaitors back as a supporter of TRSA.</p> <p><b>TRSA Challenges:</b> Cherie manages this however the merch prizes are very low on stock so do we provide free entry to an event instead. Agreed.</p> <p><b>Photography:</b> Bec and Steve have asked for feedback. Steve was unhappy with his work (we were ok with it). Do need a photographer for Mt Bold (will be one short). Andy to source a new photographer.</p>	
11	<p><b>Next meeting:</b> Monday 11 September, 6pm - The Alma, Magill Rd.</p>	
12	<p>Minutes accepted as true and correct:</p>  <hr data-bbox="341 1249 909 1260"/> <p>Chairperson, Peter Grigg</p> <p>Date: 24/08/23</p>	