



## Minutes

Committee Meeting - Monday 11th March 2024  
6:00pm at the Harriers Clubrooms, Adelaide

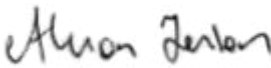
	Item	Who
1	Present Alison, Hans, Andy, Mick, Belinda, Jane, Jim, Seb, Lesley, Ruth. Steve Burdett (partial attendance)	Alison
2	Apologies Carlos	Lesley
3	Minutes of previous meeting Accepted as written	Alison
4	<p>Guest session: Steve Burdett to discuss Five 50s/Five 20s</p> <p>Steve attended to give us, as a new Committee, a full overview of the history of Five 50s and the new Five 20s. The Committee were able to provide additional information about TRSA's operations now and ask questions to get a clearer understanding of how the series works.</p> <p>The events included are:</p> <ul style="list-style-type: none"> <li>• Five Peaks - 5 May</li> <li>• Tower Trail Run (Mt Gambier) - 16 June</li> <li>• Federation 50 (Murray Bridge) - 11 August</li> <li>• Yurrebilla - 22 Sept</li> <li>• Heysen - 12 Oct</li> </ul> <p>Steve advised that Five 20s is a new series this year, so it's unknown how many people it will attract. The series is not widely promoted and isn't something that people sign up for; they will be awarded as a finisher even if they don't know they've entered it.</p> <p>TRSA supports the series' and will promote them on the website, mail-outs and social media to build awareness and encourage participation.</p> <p>Presentation nights are held by Steve and well attended. Last year was at Haus in Hahndorf.</p>	Alison Steve

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	<p>Steve will change the funding model this year to invoice each of the five associated organisations directly rather than TRSA covering the cost upfront and awaiting reimbursement.</p>	
5	<p><b>Rebrand Update</b></p> <ul style="list-style-type: none"> <li>● Merchandise: Scody shop is open until Sunday 17th March; 22 people have ordered t-shirts/tech tops. We can have other orders through the year. 25 caps left. Hoodies yet to be ordered (\$85/\$100 - zip/pull over). Belinda to look for other hoodie options as these are expensive compared to the prior TRSA hoodies. Agreed to order another 100 caps of the same design for 2024, then order a new design for next year.</li> <li>● Social media: Committee congratulated Seb on his great social content and management. Canva has a NFP free account which Seb has applied for.</li> <li>● Website: first On the Trails page has been built. Route Library still in progress. It's a huge job to clean it out and organise it.</li> <li>● Other: <ul style="list-style-type: none"> <li>○ First MailChimp mailout done. Learned that we were paying for 'unsubscribed' people, so Alison did a big clear out and this reduced our MailChimp cost by approx. a few thousand dollars a year.</li> <li>○ We now have a login for YouTube and can use it.</li> </ul> </li> </ul>	<p>Alison Seb Belinda</p>
6	<p><b>Finance Report</b></p> <p>Sold \$1,850 of caps. \$42,112 balance. \$2,500 credit on debit card.</p> <p>Memberships: 355 (Last year in total 510) 249 Five Peaks entries 65 cap orders</p> <p>Jane spoke to Mary-Ann: if we hit the mark of over \$150K in revenue, we have 21-days to register for GST and then we apply for an ABN and instigate GST.</p> <p>Hans raised the benefit of applying for GST regardless due to the benefits of receiving back the GST we pay; we will discuss this again in May and make a decision prior to 1 July.</p>	<p>Jane  Alison</p>

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	<ul style="list-style-type: none"> <li>On the Trails entry fees: revisited pricing across the board. The increased costs of event provision fees are being felt and the desire to improve benefits to Members, the Committee determined the following for On The Trails:               <ul style="list-style-type: none"> <li>\$5 entry fee increase across the board for TRSA Members</li> <li>\$10 entry free increase for non-Members</li> <li>No change to Five Peaks</li> </ul> </li> </ul> <table border="1" data-bbox="316 795 1294 963"> <tr> <td colspan="2" data-bbox="316 795 1294 860">ACTIONS</td> </tr> <tr> <td data-bbox="316 860 1093 963">Review decision to apply for GST next meeting: add to agenda</td> <td data-bbox="1093 860 1294 963">Lesley</td> </tr> </table>	ACTIONS		Review decision to apply for GST next meeting: add to agenda	Lesley	
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7	<p>2024 Committee</p> <ul style="list-style-type: none"> <li>Replacement of committee member: continue as we are and keep an eye out for a potential replacement if someone comes to mind.</li> <li>Roles and responsibilities: not discussed.</li> </ul>	Alison				
8	<p>Correspondence</p> <ul style="list-style-type: none"> <li>Sam Willis: South Bremer Trails date clash with Five Peaks: Alison spoke with Sam to explain our reason for having to move the date but that we will be reverting to the original date next year; Sam's event isn't on Dawn's event list so Alison has shared that information with Sam.</li> <li>Sharon Kelsey, Executive Director: WalkFest 2024: inviting TRSA to have a presence at the Walking Expo. Agreed that we are keen to partake again; Sunday 14 April. Jane to coordinate and attend with other committee members. Use this as the chance to trial the new marquee. <b>NOTE: This decision has been reversed as a result of a charge being put on our attendance. Last year we did not receive any tangible value from attending, so the move to charge us will result in a loss.</b></li> <li>Asa Cowell: Project – Twentyoneten / 42.2 x 50 /: discussed the proposal but unfortunately the timing falls outside of the TRSA season. Happy to help him promote his events.</li> <li>Emails: who is seeing and replying to each TRSA email address. Need to see list and all be clear on responsibilities.</li> </ul> <table border="1" data-bbox="316 1865 1294 1928"> <tr> <td colspan="2" data-bbox="316 1865 1294 1928">ACTIONS</td> </tr> </table>	ACTIONS		Lesley Alison		
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9	<p>2024 Series Planning</p> <ul style="list-style-type: none"> <li>● Five Peaks <ul style="list-style-type: none"> <li>○ Training runs: next one will be held on Sunday 7 April. Yesterday's run was cancelled due to the heat and our safety policy.</li> <li>○ Permits: all issued and waiting only on Parks for approval however they have indicated they will contact us with any issues, which they haven't.</li> <li>○ Routes/maps: the route is now finalised and final maps are being sorted.</li> <li>○ Volunteers: call out is required.</li> <li>○ 17km start: all resolved, new location identified and road crossing plan is in progress.</li> <li>○ Five Peaks sweepers: four sweepers confirmed. Sweeper required to start at McElligott's Quarry separately to the other sweepers.</li> <li>○ Booking in suppliers: ute to be booked (Jim). Two vans to be picked up Friday afternoon (Andy and Mick). Jane has contacted Doug about course marking. Committee also welcome to submit their KM's driven for committee work. Jane will be rostering a volunteer to help with unpacking.</li> <li>○ Belair set up: Alison and Andy to do a site visit to determine the site plan.</li> <li>○ Other: not discussed.</li> </ul> </li> <li>● Permit progress for all events: Kuitpo is done and all others are to be done.</li> <li>● Registrations/Active Works/Race Roster: Good to go for Kuitpo with Race Roster. We must have an ABN to register with Race Roster though, so we will apply for an ABN.</li> </ul> <table border="1" data-bbox="316 1630 1294 1827"> <tr> <th colspan="2" data-bbox="316 1630 1294 1697">ACTIONS</th> </tr> <tr> <td data-bbox="316 1697 1093 1765">Ute to be booked</td> <td data-bbox="1093 1697 1294 1765">Jim</td> </tr> <tr> <td data-bbox="316 1765 1093 1827">Apply for ABN for TRSA</td> <td data-bbox="1093 1765 1294 1827">Jane</td> </tr> </table>	ACTIONS		Ute to be booked	Jim	Apply for ABN for TRSA	Jane	Alison Andy Hans All
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10	<p>TRSA Social Runs and Activities</p> <ul style="list-style-type: none"> <li>● Trail Care: Michelle sent through her preferred approach and set of dates (revert to several dates throughout the year). Committee agreed to support</li> </ul>	All						

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	<p>and proceed and to promote on socials and website; Lesley and Seb will liaise with Michelle.</p> <ul style="list-style-type: none"> <li>● Social Runs: next one in April. First one was well attended and the second one cancelled due to heat.</li> <li>● Social Dinner - April: Windmill Hotel, Prospect is available. But we have to pay upfront for the minimum. 80 pax. Decided to look at The Astor as we held them there years ago. Further research underway by Ruth.</li> <li>● Film night: Regal Cinema best pricing; Trail Running Festival films - preference. Need 150 people to break even. Agreed that we are keen to proceed. Seb is to enquire about May and June dates and we will decide from there.</li> <li>● Membership drive: start a social campaign encouraging membership.</li> <li>● 10 Year Celebration event: not discussed.</li> <li>● Monthly challenges: still on hold; poll still to be done to ask what community wants.</li> <li>● Other: not discussed.</li> </ul>	
11	<p><a href="#">Action Items</a></p> <p>** Each committee member is asked to please review and update their action items.</p>	All
12	<p>TRSA Supporters Update</p> <ul style="list-style-type: none"> <li>● ioMerino: Lesley and Alison had a great meeting with Tracy and explored further ideas including a 1km to go ioMerino point for each event.</li> <li>● The Ultra Journey: on board and happy to be a guest speaker for Social Dinner.</li> <li>● Botanic Health Care: on board, happy to be a speaker.</li> <li>● Tree Climb Kuitpo: now on board for all events but no site presence.</li> </ul> <p>All supporters are now on board, taking us to 11 businesses for 2024.</p>	Lesley
13	<p>Other business</p> <ul style="list-style-type: none"> <li>● Twilight Trails: deferred</li> <li>● AGM debrief: deferred</li> <li>● Risk and Incident update: no further update</li> <li>● Insurance Cover: Jane to invite Riley to attend next meeting to discuss TRSA Insurance requirements.</li> </ul>	All

	Item	Who
14	Next Meeting <ul style="list-style-type: none"> <li>Next Committee Meeting: 15th April, The Alma</li> </ul>	Lesley
15	Minutes accepted as true and correct    Chairperson, Alison Fenton Date: 01/04/2024	