#  **SANDYMOUNT DODDER WHEELERS**

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**Committee Meeting Minutes**

**29 September 2021**

**Agenda**

1. **Minutes and Actions from August meeting**

All outstanding actions completed.

1. **Safety and Accessibility**
	1. Supporting group leads enforce road/club rules

DECISION: With winter advancing and conditions changeable, the committee decided that a simple framework for spin leaders would be created based on five or six key points and a similar reminder of the rules of the road and role of leader would be circulated to all members, signposting further information on the Cycling Ireland website.

ACTION: Peter to circulate a draft framework to the committee for review by second week of October

* 1. Incident/Accident response framework

REINTEGRATION AFTER AN ACCIDENT

* DECISION: The committee agreed to provide optional support to members reintegrating to group spins after an accident. A member of the committee or an experience group lead would be available to ride with the member to help build confidence. ACTION: Dom to find best practice examples and circulate by second week of October.

ACCIDENT RESPONSE FRAMEWORK

* DECISION: The group decided to implement an incident reporting form template that would be completed by the group lead and shared with the Safety Officer. ACTION: Lisa to develop a template
* DECISION: The Committee decided to remind members at the AGM of key safety messages, including clarification on insurance: ACTION The President will remind members in his AGM address
* DECISION: The group decided that where a significant accident is caused by a rider on a club spin, that rider will need to go on a ‘reintegration’ spin with a Committee member before being able to rejoin group rides. This ride will have an emphasis on basic road rules and safety. ACTION: Dom to review best practice with other clubs
	1. Group spin banding annual review
* ACTION: Members will be surveyed on group ride banding (see survey section) to inform a review by the committee
* ACTION: Group leaders should report back to Lisa if there are any rides who are not of the advertised standard on their spins
	1. Virtual spin frequency
* DECISION: The Committee decided to add a Tuesday spin option. ACTION: Dom to ask Elaine whether she would lead a morning spin to cater for those who can’t do evenings
1. **Membership matters**
	1. Latest membership update
* Safety courses are now occurring once a month while member interest remains strong
* ACTION: Committee members will provide proposed questions for the member survey by 6 October with Dom to provide draft survey by 8 October with a view to launching ahead of the AGM
	1. Weekly leaderboard appropriateness
* DECISION: The committee decided that the weekly leaderboard, introduced during Covid to encourage participation, will be retired. The same names appear every week and it does not reflect the accessible and inclusive nature of the club: ACTION: Chairman/President to inform membership at the AGM, thank all those who have participated and to ask for any alternative suggestions via the member survey.
	1. Preparation for AGM
* The 2021 Sandymount Dodder Wheelers AGM will take place via Zoom call at 19:30 on Tuesday 19 October. ACTIONS:
* Dom to circulate the minutes from the 2020 AGM on 5 October in line with the club constitution
* Thomas will look back on a busy and successful year of growth, despite covid challenges
* Ger will look forward to an exciting 2022
* Lisa will provide a finance update and outline that the committee took the decision that there will be no change to the membership fee for 2022
	1. Website update
* ACTION: Lisa has circulated the link and the committee will provide feedback by next week. The website will go live on 19 October ahead of the AGM
1. **Activities and Events**
	1. Kerry: objective and route & social activities planning
* ACTION: the committee will come prepared with key considerations to the 1 October meeting
	1. Mallorca update
* Joe finalising costs with the provider. Update at the next meeting (ideally with a position at the AGM)
	1. Other Events
* The committee agreed to a programme of activities over the winter months:
* November 12: Club social (Thomas to consider venue)
* January: Aidan Hammond
* February: ‘The basics of road safety – bike readiness and first aid’
* ACTION: Ger to confirm mechanic availability and Peter to ask Pat Talbot
1. **AOB**