Minutes - Triathlon Inverness Committee Meeting with Triathlon Scotland

Monday 5 Oct 2026 at 7.30pm

Inverness Leisure Studio 2 and online via google meet

Attending:

In person: Julie, Laura, Andrea, Sam
Online: Kenny, Calea
Apologies: Graeme, Gillian, Eilidh, Archie

Agenda:

1. Review minutes from previous meeting
2. Coaches reimbursement policy
3. Head coach and Club Development Officer
4. AGM planning
5. Social events, indoor tri, awards
6. Strength & Conditioning
7. Head Coach beta testing proposal
8. AOB

Item	Discussion	Action points
1. Review minutes from previous meeting	Committee reviewed the previous minutes and approved publication on website (in line with good practice). The new supplementary code of conduct for commercial coaching was agreed by Committee since the last meeting via WhatsApp. Outstanding actions: Andrea to update Spond. Committee agreed that a social media policy should be drafted. In the meantime continue as usual - asking for pictures to be sent in for sharing.	➢ Andrea to add an additional option on Spond for the sign up page - happy to share their success on socials ➢ Andrea to run report off Spond to see how many members have not consented to having

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		their images shared (to inform social media policy).
2. Coaches Reimbursement policy	After the discussion at the last meeting, Andrea has amended the draft policy to reflect the introduction of the workforce licence for coaches changes our approach. Committee has reviewed the new draft and signed this off. Effective immediately for future courses being booked.	➢ Andrea to share new reimbursement policy with coaches
3. Head coach and Club Development Officer	Committee discussed the potential overlap of workstreams between these two roles. Both report to the committee. Calea confirmed that TS will employ the CDO but leave it to us to decide on details. Committee agreed that a quarterly meeting should suffice. The new CDO will be included in committee WhatsApp group.	➢
4. AGM	Committee discussed that our last AGM was well attended due it being scheduled ahead of the indoor tri event, so ideally we would like to replicate this model. Need to recruit a new Secretary and Welfare Officer.	➢ Andrea to enquire re venue availability on a Sunday in November with HLH (ideally 29th)
5. Social events, indoor tri, awards	Indoor tri format discussed: 1. no track available, so Bught or Canal to be used. 2. Spin bikes were only open to 16+ but if children could bring their own turbos and the instructor was insured that could be an option. A possible awards night after the indoor tri was discussed. Challenges in organisation and award selection were highlighted. TS are now automatically tracking results nationally but our club value awards would still require work. Do decision reached as no volunteer stepped forward to organise.	➢ Andrea to enquire re venue availability on a Sunday in November with HLH (ideally 29th), and turbo option ➢ Sam to ask La Tortilla re awards night option
6. S&C sessions	Option for S&C sessions for members: Enquiry for space at HLH was not successful	
7. AOB	The head Coach presented an idea to provide AI led tailored programming for club members, while saving money on the expensive Trainingpeaks subscription. This proposal includes use of a free platform and coded analytics. He has developed it ready for beta testing with athletes who have a rich data set available. Committee agreed to a small trial, on the basis of a max spend per month.	➢ Graeme to confirm more details in the committee WhatsApp chat. ➢ Graeme post about trial and recruit suitable athletes.

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8. AOB	Club branded kit was discussed. MacGregor have provided pricing to Sam.	➢ Sam to share pricing

Previous actions carried forward:

1. committee to consider ways to encourage TS membership sign up
2. Macgregors pay as a you account for kit - Committee to decide which items to add to that shop based on members preferences
3. Recruitment for Secretary role at next AGM
4. Recruitment of members for the social media team
5. Eilidh to join the next regional club call to help inform charitable status option
6. integration of new coaches into the club - organise a celebration of course completion (for both courses this year). Also a social event (could become regular).
7. Andrea to amend and present Expenses policy
8. Summer in Sport budget and payment to coaches
9. Club kit inventory
10. Bike box booking calendar
11. Winter open water training sessions in pool