

Regents Canoe Club
Committee Meeting Minutes 2nd October 2008

1. Present: Karen Shaw Wilson (*Chair*)
Dan Tattersall (*Secretary*)
Caroline Robson (*Membership Secretary*)
Claire Taylor (*Equipment Officer*)
Steve Hatton (*Newsletter Editor*)
Christine Dove (*Safety and Training Officer*)
Ian Tokelove (*Website / Publicity Officer*)

2. Apologies: Sarah James (*Treasurer*)
Ian White (*IBC Liason Officer*)
Alix Cordell (*Events Co-ordinator*)

Actions from Previous Meetings

3. Membership / Casual Users

The changes relating to casual users that were decided at the last meeting were reviewed. Actions as per August minutes. In addition, CR will help by drafting something describing these changes to the club for use on the web, in the *NFCS* email etc. **Action CR, CD and IT.**

4. Trips

Further to the email discussion and previous meetings, SJ was confirmed as organiser for the November Dart trip, CT the December Dart Trip and Katie Cordell the February Dart Trip. Each will liaise with Liza Sumpter for accommodation details. SJ will research and organise access tickets for the season. The summer Alps trip was also briefly discussed - DT will organise.

Matters Arising

5. Castle Request to Borrow Equipment at the Pool

CT reported that she had been approached by Castle Canoe Club (who are also using Britania Pool for their sessions) asking for use of the RCC equipment that is stored at the pool. The committee decided that this would be acceptable and a nominal sum for maintenance would be charged. The suggested amount is £20 per session. CT to liaise with Castle CC. **Action CT.**

6. Bank Signatories

Further to the email discussion, the committee acknowledged that the signatories on the new bank account will be the Chair, Secretary and Treasurer, as per our constitution. At the AGM the constitution will be changed to allow more flexibility in the future. DT will maintain a list of the required constitution changes that accumulate throughout the year. **Action DT.**

7. First Aid Course

DT reported that two RCC members, Pau Wong and Ed Green, had requested subsidisation for the Wilderness First Aid course due to run on the 4th and 5th of October (in addition to the two members the committee already agreed to subsidise as part of their Level Two coach training). DT relayed to the committee the information the members provided regarding the criteria outlined in previous meetings (the training must be for a course that will be beneficial to the club, rather than solely the individual, the recipient must be an active member of the club, and there must be a clear intention to use the new training in the immediate future for the benefit of the club). The committee agreed that the club would subsidise 40% of the course fee for these two members.

8. Taster Session Attendance

IT raised the issue of the low attendance at the most recent Taster Session, especially as the website had marked this session as full for a month. The club failed to make money and members who had been asked to provide training were inconvenienced. The committee agreed that, from next season, money would be taken upon booking to confirm a place. IT suggested that PayPal could be incorporated into the club website to facilitate payment. After a short discussion, it was decided that this should be implemented. **Action IT.**

9. Duty Officer Attendance

IT raised the issue that there has been some recent no-shows for Club Duty. KSW highlighted that the most recent rota has been drawn up using only the renewing members, and this may reduce the problem. The committee agreed to review the matter at the next meeting. **Action All.**

Any Other Business

10. Under 18s at the Canal

CR raised the issue of the under 18 I.B.C. member who wishes to paddle during R.C.C. evenings. CT reported that she had spoken to Paul Kilham, who had alleviated her concerns but has offered to attend the next RCC committee meeting to discuss the situation with the rest of the committee. The committee agreed that this would be a sensible way to proceed, although no decision will be made until after this meeting. CT will liaise with Paul Kilham. **Action CT.**

11. Life Membership

SH raised the issue that although the club has an honorary life member, the club constitution does not contain provision for this membership. SH will investigate the exact wording of the constitution, and recommend changes as necessary. **Action SH.**

12. Club Christmas Dinner

SH enquired whether a booking had been made for the Club Christmas Dinner, and recommended last year's venue (The Commissary). DT will contact AC by email, asking for an update. **Action DT.**

13. Kit

The committee agreed equipment purchases as recommended by CT, specifically two small semi-dry cags and two Lendle Mania paddles at approximately £50 each and £80 each respectively.

The committee agreed with CT's recommendation that four of the six boats chosen at the recent S.G.M be bought new: Liquid Logic Trigger (£466), Perception Sonic (£424), Pyranha H:3 (£499) and a Dagger CFS (£466). CT asked the committee to help look for a second hand Pyrhana Inazone 222 and a play boat for a larger paddler.

14. Club Development Plan

CT raised the Club Development Plan being run in conjunction with KayakoJacko. She will check on progress and report back next meeting. **Action CT.**

15. Staying in the Basin

IT raised the need to remind beginners to stay within the basin, especially at this time of the year when it is dark and cold. CD will draft a reminder for the next *NFCS* email. **Action CD.**

16. Foundation Safety and Rescue Subsidisation

CD requested that the club subsidise her to attend a New Provider course for the BCU Foundation S&R award. The committee unanimously agreed that all the subsidisation criteria (see item 7) are met and the club should subsidise 40% of the course fee (£65).

17. Pool Session Helper Rota

CT reported that she will draw up a rota for helpers for the fortnightly winter pool sessions. **Action CT.**

18. Date of the Next Meeting

The next committee meeting will be held on Thursday 20th November at 8pm. SH will bring the snacks. Additionally there is a Training Meeting on Thursday 23rd October at 8pm.

Summary of Actions

Topic	Details	Action
1. Membership / Casual Users	CR to draft something detailing changes to the club for use on the web, <i>NFCS</i> email etc. CD to adapt the current Casual User form to a Guest Member form. IT to update website.	CR, CD, IT.
2. Castle CC Request to Borrow Equipment at the Pool	CT to liaise with Castle CC regarding the sum to be charged for hire of RCC equipment at their pool sessions.	CT
3.	DT to maintain a list of required constitutional changes that accumulate throughout the year.	DT
4. Paypal	IT to implement online payment to the website e.g. to accept payments in advance for Taster Sessions.	IT
5. Duty Officer Attendance	The committee to review Duty Officer attendance since the new membership list has been used.	ALL
6. Under 18s	CT to arrange for Paul Kilham to attend the next committee meeting to discuss the attendance of under 18 I.B.C. members during RCC nights.	CT
7. Life Membership	SH to research the current wording of the constitution regarding life membership, and recommend changes as necessary.	SH
8. Christmas Dinner	DT to ask AC to update the committee on plans for the xmas dinner.	DT
9. Club Development Plan	CT to check on progress of the KayakoJacko Club Development Plan.	CT
10. Staying in the Basin	CD to draft a reminder of the importance of staying in the basin for the next <i>NFCS</i> email.	CD
11. Pool Helper's Rota	CT to draw up a rota for pool session helpers.	CT