

Regents Canoe Club

Committee Meeting Minutes

Date: Monday, 13th October 2014

Time: 19:30 - 21:00

Location: Benches, Regents Canoe Club, 16-34 Graham Street, London N1 8JX



Item

1. Welcome & Apologies

In Attendance:	Sarah Gibbs, Sean Clarke, Clarissa Horilczenko, Ian Tokelove, Sarah Ford, Ben McPhee, Steffi Thorhauer-White
Apologies received:	Myles Johnson, Mark Rowe
Other members present:	None
Chair:	Sarah Gibbs
Minutes:	Sean Clarke

2. Minutes: 15th September Committee Meeting

The minutes of the 15th September 2014 Committee meeting were agreed and signed off.

3. Matters Arising: 15th September 2014 Committee Meeting

COMPLETED ITEMS:

All completed items were agreed.

ONGOING / REPORTS:

- *MJ to liaise with Lee Valley to explore options for working together* - SC noted that he had spoken to the Head of Paddlesports at Lee Valley and confirmed that WWSR courses can be provided for RCC onsite. SC expressed that it was bordering a conflict of interest for him to be the liaison between Lee Valley and RCC due to his part time work with Lee Valley. CH agreed to progress the conversations under her remit of Training Officer. Item closed.
- *IT to publish outside the club for boat sales* - still to do.
- *SC & MJ to reconcile income from boat sales* - SC noted that three boats have been sold so far. IT will promote wider once SC has confirmed details to MJ & IT
- *CH to approach Mickey Gordon regarding BCU Coaching Training for club members* - Approached and CH fed back that Mickey Gordon is happy to provide some Train the Trainer sessions and give a broader overview of the BCU coaching frameworks if required. CH to progress with Mickey Gordon offline and add to RCC Training Calendar - item closed.
- *SG to seek a kit return amnesty in NfC* - still to do

ACTIONS:

- **IT to publish outside the club for boat sales**
- **SG to seek a kit return amnesty in NfC**

4. Equipment Officer Report

- *Lost kit* - No lost kit reported.
- *Equipment Hire* - BM reported that the large Mamba is split and beyond repair; eight additional boats require repair. BM noted the kit repair day went well and SG would like to thank the three people who took part. Boats with black crosses are still okay to use on the canal but need repair before being used on trips. Boats taped off should not be used at all. The Committee agreed that all boats for disposition and those that do not sell, should be offered to IBC for first refusal and then disposal sought if they do not want them.
- *Rats* - BM noted that there were a number of dead rats at the back of the cage - SF will contact IBC to request removal following completion of their extermination contract.
- *Air bags* - BM noted there were a large number of boats missing airbags. The Committee agreed for BM to purchase additional airbags as required
- *BAs* - BM noted that there is a shortage of BAs. The Committee agreed for BM to purchase six new BAs (2x S, 2x M, 2x L)

ACTIONS:

- **SF to contact IBC to request removal of deceased rats**
- **BM to approach IBC to ask if they would like our boats that we wish to dispose of**
- **BM to purchase additional airbags as required and six new BAs from White Water The Canoe Centre**

5. Health & Safety, Training & Incident Reports

- *Incidents* - none presented.
- *Training Subsidies* - CH presented the following requests for training subsidies:
 - The following people applied for a 40% subsidy for Wilderness First Aid Training held in October 2014. Total course cost

Regents Canoe Club Committee Meeting Minutes

was £70.00. Each applied for a subsidy of £28.00.

- Mark Donaldson - All agreed
- Julia Hall - All agreed

➤ The following people applied for a second 40% subsidy for WWSR course held in September 2013. Total course cost was £135.00. Each applied for a subsidy of £54.00.

- Mark Donaldson - All agreed

- *Training Meeting* - CH recapped the Training Meeting and advised she will pull together a Training Calendar for the new year and circulate for comment.

6. New Website

IT previously circulated the link to the new website and asked all Committee members to review for content and links. The Committee agreed for the site to be made live and thanked IT for all his hard work in transferring to the new site.

ACTIONS:

- **IT to publish the new RCC website**

7. Any Other Business

- *Christmas Closing Dates* - SC queried what dates the club should be closed over Christmas. The Committee agreed the club would be open on Monday, December 22nd then close until Monday, 05th January. SC to update the club calendar
- *IBC Boat Ramp* - SG circulated a proposal by IBC for a 10 foot boat ramp to be secured in the canal and requested RCC fund a £500 annual fee for support and use. The Committee discussed the use of the ramp, the recent increase to IBC rental fees and the practicalities of support and safety of the ramp during club sessions and additionally when neither IBC nor RCC were on-site. The Committee agreed not to financially support the ramp and also to seek clarity from IBC over the safety of the ramp outside of club session times.
- *Lee Valley Trip outstanding funds* - SC noted that there was still one payment from a member for the recent LV trip who did not show up for the trip and subsequently has not paid for their place despite several requests for payment. The Committee agreed that SG will follow up as Chair to request payment
- *Treasurer actions* - SC queried if SG can follow up with MJ regarding club payments as several were now behind due
- *Duty Officers* - SF noted that several members of late had not shown up for Duty. The Committee discussed options for follow up. SG will email members who had not shown up lately and email to remind them of their duty and that they will be rescheduled.
- *Exmoor Trip* - IT advised that the Exmoor trip is popular but lacking a couple drivers and leaders. BM agreed to attend as driver and leader.
- *Duty Torch* - a club member advised that the torch in the Duty box requires new batteries. BM to source

ACTIONS:

- **SC to update Club Calendar with Christmas closing dates**
- **SG to approach IBC to confirm RCC non funding of ramp and to query safety of the boat ramp outside of club session times**
- **SG to request payment for LV trip from member with outstanding payment due**
- **SG to follow up with MJ regarding club payments**
- **SG to follow up with members who have not shown up for Duty recently**
- **BM to source batteries for the Duty torch**

8. Date & Time of Next Meeting(s)

The Committee confirmed the following dates for Committee Meetings:

- Monday, 24th November 2014 (19:30 - 21:30) - Committee Meeting (**Confirmed**)
- Monday, 08th December 2014 (19:00 - 22:00) - Committee Dinner (**Confirmed**)
- Monday, 08th January 2015 (19:30 - 21:30) - Committee Meeting (**Confirmed**)

9. Close

Summary of Action Items

- IT to publish outside the club for boat sales
- SG to seek a kit return amnesty in NfC
- SF to contact IBC to request removal of deceased rats
- BM to approach IBC to ask if they would like our boats that we wish to dispose of
- BM to purchase additional airbags as required and six new BAs from White Water The Canoe Centre
- IT to publish the new RCC website

Regents Canoe Club

Committee Meeting Minutes

- SC to update Club Calendar with Christmas closing dates
- SG to approach IBC to confirm RCC non funding of ramp and to query safety of the boat ramp outside of club session times
- SG to request payment for LV trip from member with outstanding payment due
- SG to follow up with MJ regarding club payments
- SG to follow up with members who have not shown up for Duty recently
- BM to source batteries for the Duty torch