

Regents Canoe Club

Committee Meeting Minutes

Date: Thursday, 19th March 2015

Time: 19:30 - 20:30

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



Item

1. Welcome & Apologies

In Attendance: Sean Clarke, Clarissa Horilczenko, Ben McPhee, Myles Johnson, Ian Tokelove, Sarah Ford

Apologies received: Sarah Gibbs, Steffi Thorhauer-White, Mark Rowe

Other members present: None

Chair: Sean Clarke

Minutes: Sean Clarke

2. Minutes: 19th February Committee Meeting

The minutes of the 19th February 2015 Committee meeting were agreed and signed off.

3. Matters Arising: 19th February 2015 Committee Meeting

COMPLETED ITEMS:

All completed items were agreed.

ONGOING / REPORTS:

- *SC to advertise remaining boats for sale as one job lot on UKRGB if no further sales before end of February - IT to advertise the remaining boats on UKRGB as free to collect. If all sold, item closed, otherwise new action for incoming committee.*
- *BM to confirm plans for Murder Mystery Paddle - will be a personal action. Item removed from Committee business*
- *MJ & BM to investigate options for simpler and more regular kit hire finances reconciliations - New Committee to review*
- *BM to follow up with outstanding kit hire fine - Ongoing. Handover to new Committee*
- *BM to purchase additional ratchets and back braces for pool boats - covered in Equipment Officer report. Item closed*
- *CH to publish the RCC 2015 Training Calendar - Draft to be shared with SC and then published. Item closed.*
- *CH to organise a Train the Trainer evening for budding assistant coaches - In Training Calendar. Item closed.*
- *CH to organise a second rolling course as soon as possible - Handover to new Committee*
- *SG & MJ to liaise with IBC regarding Rental Agreement and feedback at next Committee meeting - SG & SC taking forward*
- *SC to organise Intro to Freestyle sessions at the pool - will be a personal action. Item removed from Committee business*

ACTIONS:

- **IT to advertise remaining club boats for disposition on UKRGB as being free to collect**
- **New Committee to investigate options for simpler and more regular kit hire finances reconciliation**
- **New Committee to follow up outstanding kit hire fine**
- **New Committee to organise a second 2015 Rolling Course as soon as possible**
- **SG & SC to liaise with IBC regarding Rental Agreement and confirm with New Committee**

4. Equipment Officer Report

- *Lost kit - No lost kit reported*
- *Pool boats - BM has repaired one pool boat and is in the process of obtaining old boat straps to use as back straps in pool boats*
- *Boat Fixing - BM reported that an afternoon will be organised during spring for boat fixing and encourage newer paddlers to get involved to learn how to make boat repairs. This will be handled by the New Committee*
- *Kit Storage - BM suggested that it might be better to swap trip kit with the canal kit so that the trip kit is better protected from the elements and that there is better light for whoever is doing kit especially in the winter months. The Committee agreed that the New Committee should make this decision.*

ACTIONS:

- **New Committee to arrange a Boat Fixing afternoon and encourage participation from all club members**
- **New Committee to decide whether to swap canal and trip kit storage places**

5. Health & Safety, Training & Incident Reports

- *Incidents - None presented*
- *Training Subsidies - CH presented the following requests for training subsidy:*
 - The following people applied for a 40% subsidy for BCU 4* Inland White Water Kayaking Assessment held in March 2015. Total course cost was £165.00. Each applied for a subsidy of £66.00.

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- Sean Clarke - All agreed
- The following people applied for a 40% subsidy for ITC Outdoor First Aid (16 hours) held in February 2015. Total course cost was £168.00. Each applied for a subsidy of £67.20.

- Sean Clarke - All agreed

- *Intro to White Water Course* - CH reported that there are currently eleven people signed up for the course. IT noted that he would advertise the course to try and up the numbers to fifteen. SC reported that the course was well supported by coaches and assistant coaches.

6. AGM prep

The Committee discussed the items for preparation of the AGM:

- *Proxy Votes* - IT queried the time frame for proxy voting. The Committee agreed that it would not change the current requirement of proxy votes being required in writing prior to the meeting itself
- *Newsletter Editor* - SC presented a proposal to remove the post of Newsletter Editor from the Committee and replace it with a third Non-Portfolio Officer to encourage more members to get involved with the Committee. Additionally there were a couple of minor text updates/corrections to the Constitution proposed. The Committee accepted all proposals. SC to present proposals for Committee role and Constitution amendments at the AGM.
- *AGM notification* - SC stated that the adverts for the AGM need to be put in NfC this weekend. SC to coordinate with SG
- *Committee Role Reports* - SC asked all Committee members to pass their reports to him prior to the AGM

ACTIONS:

- **SC to present proposals for changes to Committee roles and Constitution amendments at the AGM**
- **SC to coordinate with SG for AGM details to be put in next NfC**

7. Any Other Business

- *Membership* - SC noted that the membership year will need to be opened earlier than normal to facilitate all members on the alps trip being able to renew their membership. SC to coordinated with ST-W and MJ

ACTIONS:

- **SC to coordinate with ST-W & MJ to open annual renewals as early as possible after the AGM**

8. Date & Time of Next Meeting(s)

The Committee confirmed the following dates for Committee Meetings:

- Thursday, 16th April 2015 (20:00 - 22:00) - Annual General Meeting (**Confirmed**)

9. Close

Summary of Action Items

- IT to advertise remaining club boats for disposition on UKRGB as being free to collect
- New Committee to investigate options for simpler and more regular kit hire finances reconciliation
- New Committee to follow up outstanding kit hire fine
- New Committee to organise a second 2015 Rolling Course as soon as possible
- SG & SC to liaise with IBC regarding Rental Agreement and confirm with New Committee
- New Committee to arrange a Boat Fixing afternoon and encourage participation from all club members
- New Committee to decide whether to swap canal and trip kit storage places
- SC to present proposals for changes to Committee roles and Constitution amendments at the AGM
- SC to coordinate with SG for AGM details to be put in next NfC
- SC to coordinate with ST-W & MJ to open annual renewals as early as possible after the AGM