

Regents Canoe Club Committee Meeting



Date: Monday 16th September 2019
IBC Project Room – 7 pm

Agenda	
1. Attendance and Apologies. KB, LS, DS, SB, CW, HE. Apologies, BA, LH, AHO,	
2. Minutes of last meeting and matters arising: Agreed	
3 Finance Update. (DS) Accounts summary of where we are up to. Courses/FA - no loss Pool is making significant loss Socials - break even Trips - slight loss but expect this to balance out over year. Kit - up by a small amount but and spending on boats and kit up though main kit income over the winter. Outgoings with - affiliation, insurance and webcollect. Computer costs. Are quite expensive. Generally feels that we should break even or make a very small loss this year but on target or break even.	
4 Safety and Training Update: Incident reports/Trip reports - LS to do the Treweryn trip report still. JW to do the report for MEM. SB to chase. Training Subsidy requests - 2 requests agreed as forms submitted. Agreed others to be agreed onl when forms submitted. Feedback from leaders meeting. LS fed back main points from the leaders meeting. LS will write up notes for the website. First aid course is full and everyone has paid but one person. Some members have completed their WWSR	
5 Equipment Update (HE) Discussed the outcome of the SGM and the committee voted to buy a medium mamba and the spraydecks. Also agreed the changes o the equipment policy.	

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HE has put skid pads on all the canoes.

6. Trip Update. (SB)

Everything booked up for the rest of the year. The Dart trips and Exe and Barle. Need to book the Treweryn trips accommodation too.

Need to do dates for the IWWK and MEM trips to book accommodation. LS to work out a timetable for the trips and the courses for next year and then send to SB for booking.

DS has offered to organise the Tees Trip

Alps organisers. KB has put out feelers to last years organisers to see if they would do it gain this year. Otherwise need to advertise for organisers asap.

7. Mailchimp (KB).

Agreed to pay for this for the year as no other system is as easy to use currently, though Andrew will continue to explore options. DS to sort payment fo KB and AHO

9. IBC Rent Agreement and underpayment.

Big discussion around fact we have been undercharged by IBC. DS to email IBC alerting them to the underpayment and asking for confirmation of the amount and payment of that moving forward. KB is still chasing a written licence agreement from them , we do want a written agreement but are working on the principal that the old one is rolling.

10. DH replacement (KB) -

DH is no longer a member of the club so is no longer on the committee. KB thanked DH for his contributions ver the last couple of years. We hope he'll return after his big race (via a NME!). Agreed not going to replace as wold require another SGM so KB will fill his role with enthusiastic members if possible.

11. Pool sessions - rota and Civil service canoe club.

LS has drawn up dates for the pool sessions including a rolling course in January which ends a coordinator. Civil service have booked the alternative dates and will use our kit with a £30 contribution to upkeep.

12. AOB.

HE is organising a club trip to Thames in prep for the October river trip participants.

To do:

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LH to check the duty box

KB to draw up key tasks sheet for committee/handbook

DS to report on updated cost of accounting system. - Looking at a reduced price.
Or looking at other accounting systems.

DS to confirm kit insurance payment.

BA/HE/KB/AHO to review policies as per above. HE done - others outstanding.

AHO to update privacy policy with recent changes

AHO to check policies and most recent RA's on website now.

LS to put together next year dates for the courses and MEM trips so can book accommodation.

KB to add IWWk organising to the task list.

DS to contact IBC re: rent

KB to delegate DH social role to enthusiastic people

DS to sort out mailchimp payment

KB to shout out for Alps organisers

HE to buy mamba and spraydecks.

LS to write up notes of the leadership meeting

SB to send trip reports to LS and JW

Actions completed last month

LS to update contact details in the duty folder.

KB to put BA training request to members in NFC

KB to advertise access campaign and see if there is an access champion out there.

AHO to chase social organisers for dates which suit them

KB to put call out for Christmas party organisers in nfc.

KB to find rent agreement and check last years payments

LS to contact Civil service people re: pool

CW to contact non renewed member re: at forward. LS to pass on details.