

Regents Canoe Club Committee Meeting



Date: Monday 21st October 2019
IBC Project Room – 6,30 pm

Agenda
1. Attendance and Apologies. KB, LS, DS, SB, CW, HE, BA, LH, AHO, no apologies.
2. Minutes of last meeting and matters arising: Minutes Agreed. No matters arising.
3 Finance Update. (DS) A lot of accommodation cost came through, so deposits paid making bank account appear down, but they are all payments for trips next year. The YHA deposits paid for MEM and intro courses for 2020. So they are all sorted. The First aid course has been paid for. Lake District invoices going out tonight. AP has been in touch with the Scotland accommodation and has got some money back so the trip isn't losing out. Thanks to AP. Webcollect paid and New Kit has been paid for.
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. BA to save the trip reports to the shared drive. BA to action. Training Subsidy requests - 4 requests agreed as forms submitted for whitewater safety and rescue. Had a discussion around keeping names of requesters anonymous and LS thought this was unnecessary but unsure a conclusion was reached. River tactics and group paddling course started - 12 people involved. Building up a syllabus around the river reading and group leading course. First day of the first aid course took place. Instructor cancelled the second day due to an injury. It will need to be rearranged. Whitewater award - technical bit. BA is still working on this. . AHO organising an advanced whitewater course and has 6 people involved.

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LS has booked the pool for the rolling course and will email people about running it. LS to action.

Insurance : AHO to check all in order with BCU regarding our fluctuating membership numbers AHO to action

Feedback from leaders meeting. LS fed back main points from the leaders meeting. LS will write up notes for the website. LS to action

5 Equipment Update (HE)

New mamba arrived and some spraydecks but three are the wrong size so need to be sent back.

6. Trip Update. (SB)

It was decided to book Linda for the army May T trip On the first weekend of May. Big discussion around whether this should be all three days of b/H or not so went for none B/H weekend. SB to book.

A Beginners trip is likely to happen in early Jan though not clear yet if this is really being organised.

KB is organising the Dart trip an it is all in hand.

Lakes list of attendee is okay, looking like a good mix of intermediates.

Scotland has good group of intermediate and advanced. Small group this year.

A person has offered to help with Alps. KB to see if anyone else is up for helping too.

7. Data management for trips

SB confirmed that he sends this trip report form with data management info out to organisers before and after trips. Important organisers are clear of their responsibilities re; managing data though our privacy policy does say if on trips emails will be shared. AHO to confirm this.

8. Membership database

AHO has been looking onto Go membership database with BC. BC does a lot of the stuff online so unclear how we would manage NME at the moment. At minute paying a set figure which can get down to 200 a. year. Go membership free but with additional features, which we

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would probably
need it can be up to 400 as 3.5% per member added after
membership renewal. AHO to continue to
explore it as an option.

LS to meet with CW to look at doing yearly delete of members who have been
inactive for over 4
years. CW to action

9. Socials

Christmas party: William 4 pub. £10 per head. Include food and prizes. Club
yearbook for prizes.

Quiz night is happening November.

Film night - happening in February.

Speaker nights encourage people to go.

10. AOB.

- Google calendar - no one seemed sure how this worked. Andrew will set
something up which is sensible and works for all. Useful to have on dates on
it to check when things happen from year to year. AHO to action
- Discussed what we want to finalise before the end of the year. Policies, the
web info an admin and also need to figure out when the AGM is.

Actions

To do:

KB to draw up key tasks sheet for committee/handbook

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.

KB to add IWWk organising to the task list.

DS to contact IBC re: rent

LS to write up notes of the leadership meeting

AHO to look at google calendar or equivalent.

CW to meet with LS to look at Webcollect deleting.

AHO to check privacy policy says emails shared on trips.

KB asking for Alps organisers again.

SB to book T accommodation for early May

LS to ask for volunteers for the rolling course.

AHO to check our membership numbers with BC (re: insurance)

BA to save trip reports to shared drive.

Actions completed last month

LH to check the duty box

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DS to report on updated cost of accounting system. - Looking at a reduced price. Or looking at other accounting systems. DS has decided to stick with what we have got.

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

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.

SB to send trip reports to LS and JW