

# Regents Canoe Club Committee Meeting Minutes



Date: 08/09/2021

Venue: Zoom

## 1. Attendance and Apologies

Minutes of last meeting and matters arising

Agreed okay

All committee members attended

Apologies:

## 2. Kit & equipment

Hugh has sent round boat suggestions. Not looking to buy 2<sup>nd</sup> hand boats.

Looking at one rewind and one code dagger action spec. Hugh to double check and confirm the costs.

Actions- to review looking at the boats at the pool and see if the boats from the canal should be moved to the pool

Action – Audit pool kit

Action – Clarissa has the BAs that need repairs. To be sewn.

## 3. Update on IBC / Thursdays

Notes carried from previous meeting:

IBC now moved their Thursdays overlapping group to Fridays.

Octave to have a meeting with IBC on Friday on future relationship and agreements.

Octave to check crossover dates with the upperdeckers club. Duty officers to be aware of any crossovers. Any issues to be passed to Octave.

Octave still to hear from IBC. Continued issues with overlapping use of the canal site. Issues regarding safety with people using the pontoon without a BA.

Octave has a meeting with someone from IBC next week. To discuss contract, Thursday sessions, being onsite, on the 23rd Sept.

There is a new manager for IBC

## 4. Membership

One member SH approved for Associate Member.

NME

Need to do a bank transfer for the last session. One card machine is broken.

For internal use only

# Regents Canoe Club Committee Meeting Minutes



Action: Change way we do membership. For next year, come up with a new way to register to new members onto one spreadsheet and simplify it each year. Andrew to share previous research on this.

Action: Andrew to check why there was only a week before for the NME. Potential to trial having the NME open for a month or a longer time so that there is increased time to sign up.

Future decision: Committee to look at the comparison of a 1 week NME open, to longer opening.

## 5. Finance Update

Needs to contact bank to get access back; waiting for access back. Thank to investigate other banks for multiple users – Ongoing

Recommending to stay with HSBC. Did check for alternatives due to slight monthly cost, and a transaction fee, however other organisations were offering similar.

Thank to do a review of the ITWW to summarise for committee

Insurance: JST to do a summary of the insurance quote provided. JST will go ahead with the current proposal.

Octave, Clarissa, JST to look for some alternative quotes.

JST to email Mike and see where he got the £50K figure for insurance for.

## 6. Trip Updates

### Future Trips with organisers

- MEM September 11<sup>th</sup> – 12<sup>th</sup> September
- Exmoor 29 – 31<sup>st</sup> October
- Scotland week 8<sup>th</sup> November.
- Wye and Usk 26<sup>th</sup> – 28<sup>th</sup> Nov
- Xmas Dart 17<sup>th</sup>-19<sup>th</sup> Dec
- Early dart 7<sup>th</sup> – 9<sup>th</sup> Jan
- Mid Dart 14<sup>th</sup> -16<sup>th</sup> Jan (thinking make a smaller trip and intro to white water weekend / canoe)
- Feb Dart 11<sup>th</sup> – 13<sup>th</sup> Feb

All upcoming trips, pools to be added to website calendar. Any new additions to go to Andrew.

## 6. Pool updates

JST has a group for the pool volunteers. Going to have an initial rota to ensure there are a couple of supporters at the pool to support with new members.

HE to go to visit the pool to audit equipment.

TC to check what the pool costs were for equipment to other clubs, and check minutes for when this might have increased.

# Regents Canoe Club Committee Meeting Minutes



JST to check for potential rolling course dates with club members.

## 9. Safety/Training

One person refunded for intro course.

One person for white water leader subsidy - approved

## 10. Any Other Business

Visitors for £5 must be in cash. Action to clarify the procedures, and what to do with cash?  
Duty holder is to let committee know who has brought a guest, and then Treasurer will send the club member an invoice for £5  
Thank going to do the NFC wording.

## Outstanding Actions

CH: One set of keys has a mail box key. All key holders to be asked to check if they have a key for the box. Apparently one set of keys has one Kit audit

AHO/BA – looking into rules surrounding GDPR

Action on what membership means- CH to define what the terms of each category is.  
Ongoing

HE to change locks for kit cupboards

HE to audit pool equipment

JST to look at organizing rolling course

## New Actions

JST/CH/AU to look up alternative insurance options

HE buying a boat

HE to review pool boats, and look at any that need moving over from canal

## Complete

HE to check where we need to discuss kit at a special general meeting. Yes  
HE review how to manage the kit so it doesn't all wear out at the same time. – Yes, discussed in meeting how to stop it all getting too old

TC / BA / CH to work together: Will also investigate having more than one user on Xero. –  
Look at other banks

No longer relevant.

Following committee dates:

# Regents Canoe Club Committee Meeting Minutes



Meeting every 6 weeks:

20<sup>th</sup> October.  
1<sup>st</sup> December  
12<sup>th</sup> January  
23<sup>rd</sup> February  
6<sup>th</sup> April  
18<sup>th</sup> May