

Regents Canoe Club

Annual General Meeting Minutes

Date: Thursday, 18th April 2018

Time: 22.00-22.00

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



Description

1. Welcome & Apologies

In Attendance: Rachael Fisher, Emma Birtles, Clarissa Horilczenko, Debs Mackie, Olga Beschastnykh, Ben Parkes, Moke Wall, Liza Sumpter, Mark Rowe, Carol King, Gemma Wilson, Mark Donaldson, Johannes Woelfing,, Emma Collings, Adam Peacock, Adam Combs, Dave Chamberlain, Christine Dove, Ben Doran, Steve Betts, Hugh Ellacott, Claire Morris, Aime Williams, Simon Drayon, Mel Silcock, Claire Taylor, Tom Beaumont, Narinder Singh, Eric Starkie, Wane Creasy, Laura Heykoop, James Pitts, Kate Balderson, Ruth Hughes, David Hill, Steve Shapcott, Colin Silcock, Holly Devlin, Hieu Hoang

Apologies received: Marc Labuhn, Ed Antoniak, Octave Auger, Rekha Bhalla, Johann Delaunay, Greg Dinner, Peter Duncan, Sarah Gibbs, Simon Hall, Andrew Hughes-Onslow,, Malika Malkiel,, Benjamin Paterson, Jenni Richards David Preece, Philip Seely, Steph Shore, Steffi Thorhauer-White, Rachel Ulferts, Dan Voyce, Hannis Whittam.

Chair: Olga Beschastnykh

Minutes: Emma Birtles

2. Minutes: 20th April 2017 Annual General Meeting minutes were agreed and signed off

3. Matters Arising:

4. Committee Member Reports

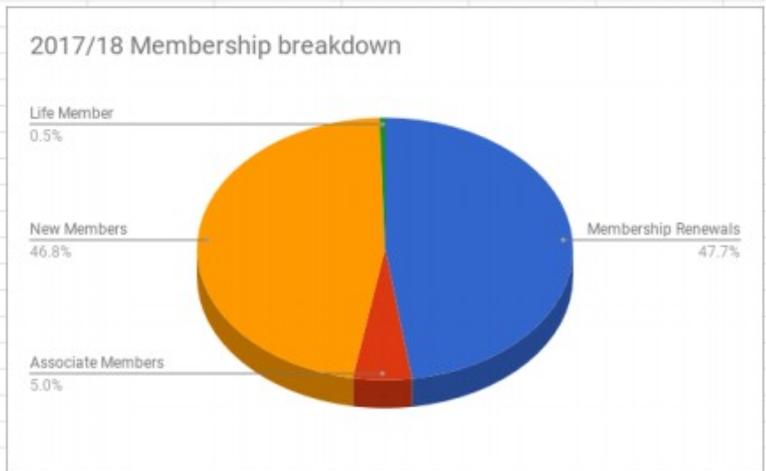
- **Chair:** Olga Beschastnykh
Over the last year I have attended and chaired 9 Committee meetings in addition to coordinating the Special General Meeting in September of last year. I have collated and published Notes from Canalside on most weeks with the kind help of Ian Tokelove. I have responded to queries from the general public and both new and existing members, acted as primary liaison with Islington Boat Club, and helped with several of the New Members Evening.
I would like to thank the outgoing Committee for their help and guidance over the last year as I would not have been able to do my job without their help.
I would also like to thank Mark Donaldson for his ongoing help in coordinating the Pool sessions and Rolling courses and Krzysztof Trzinski for his continued help in ensuring the doors of the club are open during every session
- **Secretary:** Emma Birtles
Recorded and circulated minutes for committee meetings, managed pool session bookings, renewed club BC membership. Organised exclusive Lee Valley hire and organising Alps 2018.
- **Equipment Officer:** Johannes Woelfing
- **Treasurer:** Geoff Sinclair
- **Membership Secretary:** Matt Collins
Membership numbers pretty steady.
 - * We decided not to run December NME like last year and not run Jan.
 - * Moved our NME to fully electronic data collection, no more forms!
 - * Started collecting card payments at NME's
 - * Attended all but 1 (i think) NME to check people in and take payment
 - * Processed all 102 new members and entered them in web collect.
 - * Emailed all new members after NME to welcome them and give them important info.
 - * Monitored facebook group and cleaned out old members after renewals and approved new members.
 - * Replied to numerous emails from potential new members
 - * Setup IWWK sign up forms.
 - * Thanks to Debs for her help organising NME's and all people who have given up a

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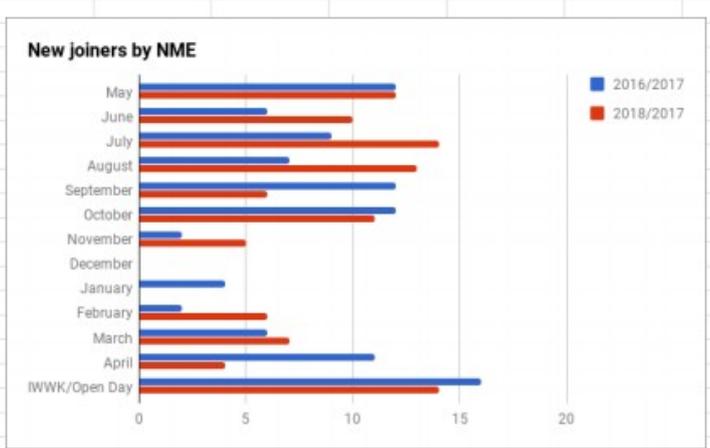


Monday evening to help run them.
* Thanks for the committee

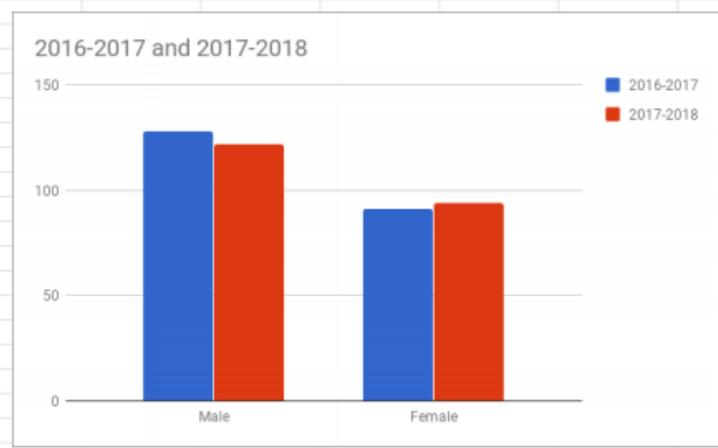
	2016-2017	2017-2018
Membership Renewals	105	104
Associate Members	16	11
New Members	99	102
Life Member	1	1
Total Members 2016/17	221	218



Month	2016/2017	2018/2017
May	12	12
June	6	10
July	9	14
August	7	13
September	12	6
October	12	11
November	2	5
December		
January	4	
February	2	6
March	6	7
April	11	4
IWWK/Open Day	16	14
Total	99	102



	2016-2017	2017-2018
Male	128	122
Female	91	94



- Training Officer: Clarissa Horilczenko
- Communications Officer: Ian Tokelove
Responded to about 150 public enquiries, maintained and updated website and calendar, maintained mailing lists for Intro courses and New Members Evenings and advertised courses, assisted Chair with Notes from Canalside and attended meetings
- Non-Portfolio Officer: Carol King
This year I have managed the duty rota at the club and organised the schedule for key holders to open and close. The club only runs smoothly when everyone helps out and this year my job has run smoothly because members have been great at offering to help.

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I have also put together the year book with the help of other committee members and am part of the group organising this years Alps trip again.

- Non-Portfolio Officer: Racheal Fisher

Over the past year I have taken part in committee meetings and organised club socials and trips.

Social - I have arranged the club BBQ's with help, organised someone to run the pub quiz, ran a survey and organised the Xmas party with Aime. Introduced the new year curry which was a big success. I have drafted a social schedule for the new committee to discuss.

Trips - I have been booking all accommodation 1 year ahead as it became difficult to book close to the time with availability being low for large numbers. We are currently booked until this time next year. I have organised for people to run the trips with 4 new trip organisers since the last AGM

- Non-Portfolio Officer: Deborah Mackie

5. Accounts

Auditors Report and Approval of Accounts. Ralph Wilson presented the Auditor of the Club Accounts report:

the club has made a £3.5k loss, caused by a £1.4k (10%) reduction in membership incomes, and a £1.8k loss on courses;

- membership numbers remain strong though, despite a high turnover;
- course costs seem to have more than doubled; the new committee should look at whether that can be mitigated in the year ahead;
- the club still has £28k of net assets, so is still in a good overall financial position;
- the accounting system itself is working very well, and was a pleasure to audit;
- but attention should be given, at a wider level, to clearer control of individual trip and course accounts by each organiser (a simple statement of total income, total costs, net gain or loss) - as recommended last year but not yet implemented - it is unfortunately still not easy to cross-check total numbers against a sum of individual trips and courses, and to drive accountability by seeing which specific activities incurred losses. This really should be addressed as a priority by the next committee, ensuring an accurate summary is received by the organiser of each individual activity;
- the five-fold increase in training subsidies, up from £0.3k to £1.6k, would be welcome if the club were breaking even overall. And is probably a good use of funds whilst the overall net assets remain above say £20k. And allocation of subsidies has been carefully monitored by the Committee (ironically, perhaps too painstakingly monitored). I understand the 80% subsidy for coaching courses has been brought down to a lower percentage - I recommend no more than a 50% subsidy for anything - ensuring the recipient is keen enough to foot at least 50% of the bill as well. One other point on subsidies: at the moment these have been given to (or taken up by) only a very small number of the club's members - only about half a dozen in total last year - most receiving about £250. I recommend that efforts are made to spread the subsidy support wider - say aiming for at least 15-20 people out of the 200+ membership - and also to cap the benefit for any one individual at £100 per annum;
- one committee member was kind enough to pay for £1.3k of costs out of their own pocket, during a hiccup in the switch-over in banking from COOP to HSBC, and was properly reimbursed for that sum;
- it's slightly surprising to note that all but one of the committee are stepping down this year - I think that's practically unheard of, and does cause some continuity concern - it would be good to understand whether there's anything driving such a wholesale changing of the guard. Please can those stepping down brief the new committee on any learnings;
- finally, on a personal note, how about considering granting automatic life membership to anyone who has been a member of the club for at least 20 years

The Auditor's report was accepted by simple majority show of hands by the membership. The membership agreed by simple majority show of hands to reappoint Ralph Wilson as the club's Auditor for the new financial year

6. Amendments to the Constitution.

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No amendments suggested by the committee.

7. Election of new committee

The following nominations were received prior to the AGM:

Chair: Mark Donaldson was nominated by x and seconded by x.

Mark Donaldson was accepted as Chair by a simple majority show of hands by the membership

Secretary: Christine Dove was nominated by Racheal Fisher and seconded by Ben Parles

Emma Birtles was accepted as Secretary by a simple majority show of hands by the membership

Treasurer: Simon Drayson nominated by Emma Birtles seconded and by Carol King

Simon Drayson was accepted as Treasurer by a simple majority show of hands by the membership

Safety & Training Officer: Clarissa Horilczenko nominated by x seconded and by x

Clarissa Horilczenko was accepted as Safety & Training Officer by a simple majority show of hands by the membership

Membership Secretary: Liza Sumpter nominated by x seconded and by x

Liza Sumpter was accepted as Membership Secretary by a simple majority show of hands by the membership

Communications Officer: Ben Doran nominated by x seconded and by x

Ben Doran was accepted as Communications Officer by a simple majority show of hands by the membership

Equipment Officer: Kate Balderson nominated by x seconded and by x

Kate Balderson was accepted as Communications Officer by a simple majority show of hands by the membership

In no particular order, the three people with the most number of votes were elected:

Non Portfolio Officer - Dave Hill nominated by x seconded and by x

Dave Hill was accepted as Non Portfolio Officer by a simple majority show of hands by the membership

Non Portfolio Officer - Steve Betts nominated by x seconded and by x

Steve Betts was accepted as Non Portfolio Officer by a simple majority show of hands by the membership

Non Portfolio Officer - Aime Williams nominated by Matt Collins seconded and by Racheal Fisher

Aime Williams was accepted as Non Portfolio Officer by a simple majority show of hands by the membership

Proxy Nominations:

Ed Antoniak - nominated Mark Donaldson as his proxy

Octave Auger - nominated Mark Donaldson as his proxy

Rekha Bhalla - nominated Mark Donaldson as her proxy

Johann Delaunay - nominated Mark Donaldson as his proxy

Greg Dinner - nominated Mark Donaldson as his proxy

Peter Duncan - nominated Mark Donaldson as his proxy

Sarah Gibbs - nominated Liza Sumpter as her proxy

Simon Hall - nominated Mark Donaldson as his proxy

Andrew Hughes-Onslow - nominated Mark Donaldson as his proxy

Mark Labuhn - nominated Mark Donaldson as his proxy

Malika Malkiel - nominated Mark Donaldson as her proxy

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Benjamin Paterson - nominated Rachael Fisher as his proxy
Jenni Richards - nominated Mark Donaldson as her proxy
David Preece - nominated Mark Donaldson as his proxy
Philip Seely - nominated Mark Donaldson as his proxy
Steph Shore - nominated Mark Donaldson as her proxy
Steffi Thorhauer-White - nominated Olga Beschastnykh as her proxy
Rachel Ulferts - nominated Johannes Woelfing as her proxy
Dan Voyce - nominated Simon Drayson as his proxy
Hannis Whittam - nominated Emma Birtles as his proxy

8.AOB

- Committee to look into proxy voting specifically around what the appropriate number of proxy's on member holds
- GS outgoing treasurer suggests incoming committee create an executive subcommittee to manage club bank accounts
- Incoming committee to review what the membership want out of club trips and survey the membership on club policy
- Mark Donaldson presented the following report on the pool
The following figures cover records kept for 19 of the last 25 sessions.
Attendees = 225
Number of individuals attending at least once = 77
Number of individuals who attended for 1st time = 20
Highest attendance to a session = 25 people
Lowest attendance to a session = 3 people
Average attendance to a session = 10 people
Highest attendees = Rekha/Adam (13 sessions)
2nd highest attendees = Holly (11 sessions)
3rd highest attendees = Carol/Ben Doran (10 sessions)

Summary of Action Items

- SGM to be held in 4 months to vote on creating a sub committee
- Incoming committee to review subsidies based on Ralphs suggestion
- Committee to look into proxy voting specifically around what the appropriate number of proxy's on member hold
- Incoming committee to review what the membership want out of club trips and survey the membership on club policy