

Avon Outdoor Activity Club

Committee Meeting 15 October 2008

Present: Richard Hiscoke, Paul Thomas, Melissa Bates, Dave Murdoch, Fiona Reid, Michelle Anderson, Issie Donovan, Clare Gundry, Carrie Stone, Phil Webster

Apologies: Liz Catchpole

1. Review of Actions from Previous meetings

1.1 Completed Actions

Store security – use new form of words to describe store on website – *Done*.

Flying gazebo – PT to suggest potential tent repair shops to Emma Clements – *Done*.

Membership – Committee member(s) to be present at New Members Night in October. LC to email all events organisers who are running events in October to ask them to have spare Membership Application forms handy, so that people can rejoin the Club if they haven't already done so – *Done*.

1.2 Ongoing Actions

Treasury – MB to speak to CG about anomaly on Croyde account – *Done, but issue still to be resolved*.

First aid – Dougal Matthews to buy 6 small first aid kits, 4 big ones and 6 survival bags. DM to laminate cards for each kit setting out what they should contain and be responsible for replenishing kits. Dave Morgan to organise 1 day first aid course as before and to bring list of providers and costings to next committee meeting – *Ongoing*.

Membership – Issie will send research on adverts out to the committee. Clare is going to attempt to get the free advert changed in Venue – *Ongoing*.

Equipment – Keith Chant to bring updated proposal for new kayak equipment to next committee meeting following review of current equipment by PW – *Ongoing*.

Insurance – RH to write summary guide to the insurance – *Ongoing*

Possible new venue for Weds night pub meet – Two suggestions are The South Bank on Dean Lane and the Pumphouse. Committee to have a meeting at each – *Ongoing*.

First Aid – MB to contact Dougal Matthews authorising him to buy first aid kits as agreed at August meeting – *Ongoing*.

Guest attendance for Brunel Walkers – RH to feedback to Brunel Walkers that they can join the Club like any other new member if they wish to take part in cycling or mountain biking – *Ongoing*.

Baltic Wharf Sailing Club affiliated membership – PT to proceed negotiations with BWSC and get quotes for boats and any relevant other costs – to present to Committee. PT to email LC with item canvassing support for weekly newsletter – *Ongoing*.

Vulnerable Adults Policy – PT to provide brief bullet points to explain situation to add to Club website – *Ongoing*.

Draft Health & Safety Policy – DM to forward BEC contact details to PT. RH to feedback comments to PT. Other committee members to read draft H&S policy and feedback comments to PT before next meeting - *Ongoing*.

2. Summary of New Actions to Be Taken Agreed at October Committee Meeting

18 – 30 weekend - Refer to the weekend for the “young and active”. CG to organise alternative weekend on same weekend for other club members

Training applications – RH to inform Rachel Dunn and Andy Lock their applications were approved.

New members’ representative – DM to pursue.

T-shirts – RH to pursue.

3. Issues for discussion

3.1 18-30 weekend scheduled for March 2009. Issue debated including the use of “18 – 30”. PT said he had received some complaints from members that the Club was potentially discriminating against people over 30 by running this event. DM said that he thought events like this were vital to encourage younger members to take part in activities, which relatively few of them do at the moment. CG said she thought a weekend aimed at the younger club members should attract them through the activities on offer.

Action: If necessary refer to the weekend for the “young and active”. Organise alternative weekend on same weekend for other club members.

3.2 Training applications. Two training applications were reviewed and approved. One from Andy Lock for range of sailing qualifications. Committee agreed that if member organises trips as Andy has done, then that should count as using his skills on two (not one) trip. Costs reimbursed are £250 now and £50 per trip x 5. Second application for costs from Rachel Dunn for travel expenses for Yachtmaster Theory (which was agreed at September meeting). Travel costs brings cost to club from £90 to £120 to be reimbursed in 3 x £40.

Action: RH to inform Andy Lock and Rachel Dunn that applications have been approved as above. CS to add info to training database.

3.3 New members’ representative. DM suggested there is a need for new members to have a voice and one way of doing this would be to have a new members’ rep. This person would also possibly later become a committee members.

Action: DM to take further.

3.4 T-shirts. There has been a low uptake on T-shirts which means the costs of the screen prints will not be covered. Committee members agreed to spend £30 each on two screen prints which we can reuse later.

Action: RH to take further.

4. Monthly Reports/Updates

Communications – LC has liaised with Clare about adding items to the calendar - all items will have to be approved in an email from Clare before adding in future.

- Events organisers have the new membership form, asking them to make sure members renew if they need to.

- The only place the store location is given is in the PDFs of the previous magazines, which LC will amend and then reupload to the website.

- Next magazine short on articles.

- Weekly email. LC continuing to use the old mailing list as we agreed to give members some leeway about rejoining - not sure how long to keep going with the old list and when to switch over to the new list.

5. AOB

None.