

Eskmuthe Rowing Club

Committee Meeting - Monday 15th September 2014

Location: Staggs

Committee Members present: Georgina, Gaynor, Norman

Members present: Charly

Apologies: Shaun

Finance

a) Current balance and overview – not given, as treasurer not present.

b) Awards for All lottery award -

At the last meeting it was discussed that a PayPal account would be set up. This has not been set up yet. It was agreed that the account should be linked to the club's bank account and the club's email. It is unclear if it can be set up without a named person.

Norman to look into setting up a PayPal account in the club's name. This can wait until after the AGM if needed.

Gaynor suggested that now we have the lottery money and there is lots of spending to happen that there should be a committee meeting to discuss finances, processes and procedures for spending and booking training etc. **Norman** to arrange the meeting for next week or the week after.

George confirmed that the cheque for the boat has been sent. George suggested that we arrange the training for radios and navigation soon. Other things we might need soon include an extra lifejacket and a collapsible anchor.

Constitution and committee

a) SCIO

Gaynor went to STRIVE to find out more about becoming a SCIO, the person to speak to is on holiday but will be back in touch next week. **Gaynor** will ask about becoming a SCIO, check if they think our constitution is OK and if it would affect our chances of extra funding and if they know of any possible sources of funding for things like premises.

STRIVE training is available on topics such as gaining charitable status, becoming a SCIO, running committees and being office bearers. **Gaynor** will add the details to the files section on Bigtent to give all interested members the chance to attend.

b)AGM (date, constitution, place)

The suggested date was Monday 17th November. **Gaynor** will check this date with all committee members and if everyone can attend she will put it on Bigtent. We need to give the members 21 days notice but it was agreed that the more notice the better.

Suggested location is Fisherrow centre. **Gaynor** to book this. The cost last time was approx. £8.

Health and Safety

George suggested that it should be a rule that the radio is always in the boat when it goes out. The radio should also be charged and the person who has the bag should check if the

radio needs to be charged.

Norman suggested that until we get a new anchor, the current anchor should be kept under the cox's seat instead of the front of the boat, as someone could fall back onto it.

Gaynor will buy a new collapsible anchor ASAP.

It was discussed whether there should be someone on shore, on call when the boat goes out. An alternative of having a laminated card with the number of committee members (and any other members who would be happy to have their details on it), to be kept in the bag. **Everyone** can ask members when they are out if they would be happy to have their numbers on the card.

Any other business.

a) Boat Premises

Gaynor suggested having a meeting at Prestongrange to tell members of the club what will be happening and to let them know how they can get involved and help.

Georgina to contact Shaun to check the dates and procedures for handover of the Prestongrange premises and covering up the cases. Stewart will need to visit the premises to do a risk assessment. When we know the dates for getting in, we can arrange a meeting for all members.

Shaun has priced the wood needed for the boat at £800 and it can be sourced at 10 days notice. **Georgina** to check with Shaun what kind of wood this is and if he has sought advice from Callum about the type of wood that would be best. **Georgina** to buy one copy of the DVD about the boat build.

We don't know which, if any of the original boat builders are interested in being involved in the build. Charlotte suggested we need a sub-committee for the boat build so that we can have a clear plan and assign people jobs. Previously the idea was raised of a project manager for the build. **Norman** to ask Stewart if he would be interested in taking on this role. There will need to be 2 keyholders who are responsible for the keys and for locking up and setting alarms.

b) Premises

Norman reported that the initial planning enquiry for building premises next to the Cappa house and over 2 existing parking spaces has been given provisional approval. This means that when we want to pay for a planning application we can submit one. The only objection may come from the Quay. This is on hold until after the AGM. We would need to source funding for this.

c) Procedures for buying equipment and booking training. - discussed under Finance.

d) Harbour Launch

Shaun has contacted the harbour master and is meeting him tomorrow to sort out getting keys for the harbour so we can launch from there in rough weather or when taking novices out etc.

e) Gathering new members

Gaynor suggested having a sub-committee to work on the promotion of the club and

getting in new members. **Norman** will put a message out on Bigtent about a meeting. It may be possible to spend some money on promotion, if there was some budgeted in the Awards for All lottery bid. George suggested that it might be better to have a phone number on the posters. George suggested surveying the current membership to find out what they want from the club as a way to get them back involved.

It was discussed that having a monthly time for social rowing and newbie rowing that we could advertise on Bigtent as a social row and also put on Facebook and email the membership about (Charly still has the original email list of interested people). It is possible that some of the members who have stopped coming liked the short rows and social aspect of the rowing last year and not so much the longer rows and focus on racing. This idea to be put forward at the meeting about gathering new members.

Charly suggested that someone involved in the build should have access of the facebook page in order to upload photos and communicate progress. Charly volunteered to document build for social media.

f) coxing/rowing indoor info evening.

Event to let all members know about all the tips and techniques and things we have learnt recently.

It was highlighted that we need a bit more uniformity in both coxing and rowing styles. Norman pointed out that a lot of what we want members to know e.g. they must listen to cox and do as the cox says, is for safety reasons as well as to improve our rowing. Issues include some people still rowing short strokes and other now longer stroke style, rowers not listening to cox during racing events.

George to organise a date for this event at the Yacht club, **George/Norman** to use a doodle poll to select a good date for all members. Gaynor pointed out that we may be asked to consider associate membership of the yacht club in order to use the facilities.

g) Membership renewals

George will set up a spreadsheet for recording membership payment and dates and sort out a method for gathering renewal info from members.

Summary of actions:

Norman to look into setting up a PayPal account in the club's name. This can wait until after the AGM if needed.

Norman to arrange the meeting to discuss financial matters for next week or the week after.

Gaynor will ask STRIVE about becoming a SCIO, check if they think our constitution is OK and if it would affect our chances of extra funding and if they know of any possible sources of funding for things like premises.

Gaynor will add the details of STRIVE training to the files section on Bigtent to give all interested members the chance to attend.

Gaynor will check Monday 17th October date with all committee members and if everyone can attend she will put it on Bigtent.

Gaynor to book Fisherrow centre for AGM.

Gaynor will buy a new collapsible anchor ASAP.

Everyone can ask members when they are out if they would be happy to have their

numbers on the card.

Georgina to contact Shaun to check the dates and procedures for handover of the Prestongrange premises and covering up the cases.

Georgina to check with Shaun what kind of wood this is and if he has sought advice from Callum about the type of wood that would be best.

Georgina to buy one copy of the DVD about the boat build.

Norman to ask Stewart if he would be interested in taking on the role of project manager for the boat build.

Norman will put a message out on Bigtent about a meeting to make plans for gathering new members and re-engage with current membership.

George to organise a date for coxing/rowing info event at the Yacht club.

George/Norman to use a doodle poll to select a good date for all members.

George will set up a spreadsheet for recording membership payment and dates and sort out a method for gathering renewal info from members.