



BSC Committee Meeting 1st March 2018

Meeting notes – final

1. Attendance / apologies

- Rob Pearson (Chair)
- Anna Madams (Secretary) - apologies
- Charlotte Raynes (Interim Social Secretary) – apologies, call quality issues
- Tim Hiron (Treasurer)
- Lisa Pierce (Membership Secretary)
- Neil Allen & Andrew Pratt (Beginners Representatives)
- Shaun Lancaster (Communications/IT)
- Sam Evison (Social Secretary) – gold star for dialling in at 4 am local time!
- Stuart Woodham (member)

2. Committee updates (main discussion points, decisions and actions only)

Treasurer (Tim Hiron)

- BSC bank account
 - Constitution states the Chairman, Treasurer and Secretary should be signatories
 - 2018 committee in the process of updating personal details with the club's bank.
 - The only recent transactions have been membership fees.

Social Secretary (Sam Evison with Charlotte Raynes standing in until April)

- Official club trips
 - Easter - 29th March to 2nd April – Ticket sales are have commenced and are ongoing.
ACTION (All): encourage more members to sign up to ensure the Easter event is successful for yet another year.
 - Bude - 4th May to 7th May
 - Gower – 8th June to 11th June
 - Pembrokeshire – 13th July to 16th July
 - Porthleven – 24th August to 27th August
 - Competition – 14th September to 16th September
 - Secret Newquay – 9th November to 11th November
- Non-official trips
 - Portugal – 12th October to 19th October
 - Halloween - 26th October to 28th October

- Summer BBQ – 5th July
 - Pump House? **ACTION (All)**: Committee to consider catering options for an anticipated large group, e.g. pre-cooking.
- Xmas Party – 1st December
 - Venues in Bristol get booked up early in the year. **ACTION (Sam)**: Book a venue sooner rather than later.

Membership Secretary (Lisa Peirce)

- Lisa dealing with non-members who are trying to join the Facebook group.
- Membership cards
 - Discussion around the rationale of the cards – in past years for club camaraderie and proof of membership for discounts. Now the club is much larger and online retail is more significant, the administration time, costs, and environmental impacts, are considered to be too great.
 - **DECISION**: No more physical membership cards to be issued.
 - **ACTION (Lisa and Shaun)**: to investigate digital options, including;
 - 1) Text option – Google wallet or Android wallet which can be used to provide proof of membership. The negative is that members may require user support.
 - 2) Online discount code only. [Could be shared, but that's no different from a physical card.]
 - 3) Create a digital membership card, e.g. in a pdf file. It may be possible to individualise them (name) with a mail merge type technique.

Beginners' Representatives (Neil Allan and Andrew Pratt)

- What beginners' event could be run? Ideas put forward included:
 - Additional beginner-friendly events.
 - Designate one Thursday a month, or one Thursday every other month, as a beginner-friendly meeting (make sure the committee members are there).
 - Designate an existing club weekend away as particularly beginner friendly.
 - **ACTION (Neil and Andrew)**: Further consider the above options and others.

Communications and Publicity Officer (Shaun Lancaster)

- Emailing all members (for possible newsletters and other comms)
 - A free version of MailChimp may be viable – Shaun investigating
 - There may be functionality within the existing software the club has – Shaun and Rob investigating
- Streamline traffic from BSC email addresses. **ACTION (Shaun): Update as per the agenda items below.**
 - committee@ is going to:
 - All committee members
 - Rob P proposes that Secretary has responsibility to respond to messages and Chairman to cover in their absence. (Copying in the committee@ email address so that others are aware that a response has been made)
 - hello@ is going to:
 - Committee@
 - Rob P proposes instead of bouncing to committee@ it goes to Beginners Secretary & Chairman with responsibility on Beginners Secretary to respond

and Chairman to cover in their absence (copying in the hello@ email address so that others are aware that a response has been made)

- eventbrite@ is going to:
 - Tim – Treasurer
 - Sam – Social Secretary
 - Charlotte – Temp Social Secretary
 - Rob P proposes this stays the same
- webmaster@ is going to:
 - Shaun – Communications and Publicity Officer
 - Rob P proposes this stays the same
- hostmaster@ is going to:
 - Shaun – Communications and Publicity Officer
 - Rob P proposes this stays the same
- membership@ is not forwarded beyond the BSC email system but is monitored and will be answered by:
 - Lisa – Membership Secretary
 - Rob P proposes this stays the same
- Rob P will amend committee job descriptions in a draft revised constitution document to reflect outcomes of decisions made regarding responsibilities.

3. Calendar

- **DECISION:** Next committee meeting: 12 April
- AGM - To be advised

4. Events requiring additional work

- Challenging Bristol University Surf Club

Rob Wilson wishes to challenge another club. Rob P approves of a competition, but does not want to add to existing committee's workload. Rob P suggested Rob Wilson investigate and keep the committee informed. Rob Wilson has volunteered to do so.

- BSC competition
- Interclub competition

Rob P has spoken with Freddie Holland, who is willing to captain the team again. Event is taking place 22nd and 23rd of September in Widemouth Bay.

5. Charitable fundraising in 2018

- Matched funding

Rob P has investigated Lloyd Banking Group's matched giving scheme. A criterion is maximum £500 per employee per year. However, only permanent members of staff can apply, which rules out Rob P applying for the funding.

6. Bristol Seabin

- Ben Powell has asked if BSC could contribute towards crowdfunding a Seabin for Bristol Harbour
 - <https://www.crowdfunder.co.uk/get-a-sea-bin-for-bristol-harbour-side>

- <http://seabinproject.com/>
- Stuart referred the committee to Section 11 (surplus income) and Section 2 (aims [of the club]) of the constitution. Membership fees are raised for the running of the club and that the club is run for the benefit of its members. Traditionally, the club has supported charities by encouraging voluntary donations from members, e.g. raffles, donations at events.
- Rob P suggested a poll of members and more information from Helena.
- **ACTION (Rob):** Request more details from Helena about Seabin.
- **ACTION (All):** Discussion to conclude at the next committee meeting.

7. [Trial of online committee meeting in March?](#)

- Working? Satisfactory.
- Needed again? **DECISION:** Acceptable if circumstances warrant it, but face-to-face should be the first option.

8. [A.O.B.](#)

- **ACTION (Stuart):** Draft meeting notes and submit to committee@bristol-surf-club.co.uk ✓

9. [Close](#)