

St Andrew Boat Club

Trustee Board Meeting – Minutes

Date Thursday 12 October 2017

Venue Boroughmuir RFC, Edinburgh



Established 1846

Present	<i>Name</i>	<i>Role</i>
	Sarah Whitley (SJMW)	President
	Lindsay Flockhart (LF)	Captain
	Iain Wilson (IJW)	Secretary
		Treasurer
	Robert Robertson (RR)	Development Officer
	Graham Butler (GB)	Fund Raising Officer
	Will Hean (WH)	Trustee
	Beverley Pearson (BP)	Trustee
In attendance	Ben Ferguson (BF)	Men's Vice Captain
	Tom Duke (TD)	Junior Co-ordinator
Apologies for absence	Catriona Duke (CD) Women's Vice Captain	
Start	The meeting started at 1935h.	
Minutes of previous meeting	The board agreed that the Minutes of the previous meeting were a true and accurate reflection of that meeting. The board adopted the Minutes of the previous meeting.	
Boathouse Project	Review of Heads of Terms of prospective lease between The City of Edinburgh Council and St Andrew Boat Club. No further action required until respective legal advisers informed. RR and WH to identify a short-list of small architectural practises suitable to conduct the design and build plan.	
Safety and Welfare	Child Protection Officer: confirmed as being Liz Thompson. The Board noted that the Club does not have a formal Safety & Welfare Officer but also noted that this is not a mandatory requirement.	
Finance	LF discussing with Susie Jackson, a club member, about assuming the duties and responsibilities of the Treasurer, with particular regard to the fundamental accounting role. LF to investigate hiring a part-time administration assistant. The Board expressed its concern over the ambiguity of Ian White's status within the club (specifically whether, as a result of work he does and payments he receives, he is employed or self-employed – in the context of employer's obligations etc). LF to action this point with Ian White to ensure that Ian's status is self-employed.	
AOCB	IJW to contact Katherine Grainger in the matter of the Club's suggestions to donate a trophy to and name the event for Women's Double Sculls at Henley Royal Regatta.	
Dinner	Saturday 02 December 2017, Royal Scots Club. GB has confirmed booking and WH will progress arrangements.	
Website	LF reported that progress is underway on constructing a new club website.	
50-Club	No draw	
Date of next meeting	23 November 2017	