

St Andrew Boat Club

Trustee Board Meeting – Minutes

Date 10 January 2019

Venue Meggetland, Edinburgh



Present	<i>Name</i> Sarah Whitley (SJMW) Lindsay Flockhart (LF) Iain Wilson (IJW) Martha Walsh (MW) Robert Robertson (RR) Beverley Pearson	<i>Role</i> President Captain Secretary Treasurer Development Officer Fund Raising Officer Trustee Trustee
In attendance		
Apologies for absence	Graham Butler (GB) Will Hean (WH)	
Start	The meeting started at 1945h.	
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.	
Finance	Banking: while there is a strong possibility that we will move the Club's main banking to Hampden & Co (H&Co has agreed), it was resolved to maintain existing current account facilities at RBS for practical reasons.	
Governance	<ul style="list-style-type: none">• Need Terms of Reference for the Fund Raising Committee• RR to review and draft resolutions to update the Memorandum and Articles of Association before the next general meeting.	
Safety and welfare	Elizabeth Thompson is the Club's Child Protection Officer. However, the Club does not presently have a dedicated Safety & Welfare Officer.	
Rowing Group	Report from LF. Fleet Fund Raising Andy and Cary met for a chat about the fundraising strategy (which will hopefully begin to exist soon!) Unfortunately, Andy has been ill for the last 6 weeks so things haven't progressed too much further to date. Brief summary of what was discussed: 1. If we're to be strategic we need to take a three- (or possibly four-*) pronged approach. The first involves generating a little publicity and 'buzz' in order to raise the club's profile and also to convince potential funders that we are proactive and likely to generate publicity that would benefit them if they wanted that kind of exposure. An example would be to take a 1x up to a hill lochan (Pentlands?) and row up there - or row the canal to Glasgow... This really needs to happen first, and ASAP. The second prong would then be to identify and target corporate sponsors, and third would be to try individual donors (philanthropist types etc**). The latter two can obviously be simultaneous. 2. We need to establish what our particular financial responsibilities are when it comes to receipt of donations. This will depend to some degree on our precise status (e.g. charity designation). We need to at least have a basic process of due diligence in place to cover ourselves. 3. We need to involve Susan B plus probably Martha and Julia, to make sure that we are coordinated in what message we put out on the website and social media. This will be important for the first 'prong'.	

4. The next step is probably to have sit-down meeting (Cary can host at her house!) with all who need/want to be involved, and hash out (a) a plan with a set of actions that are logged in a single spreadsheet so that we have a clear strategy, and that there is no overlap of work and no repeat approaches to the same potential donors, etc., (b) a list of corporate and individual 'targets' to be starting with (c) an agreed 'spiel' that contains all the kinds of info that donors (especially those from corporate responsibility depts) might want and/or can be convinced/impressed by. This will include basic stats about the club, our aspirations for the coming years, our successes and impacts, and perhaps some short soundbites from a diverse range of members to illustrate what they get out of the club.

A meeting to progress this further will happen early January.

*The fourth would be grants of the sort listed in the spreadsheet that Sarah has put together. Cary's impression (as a professional in this area and veteran of many such bids) is that these may be pretty tough and labour-intensive for little gain. However, she has agreed to have a look at the list and identify those most likely to be worth trying.

Rowing

On the rowing front there is not a lot to report.

Senior 1 – Training has been disrupted over the Christmas period due to many athletes off to see family in different parts of the country/world. The squads have continued to train with the athletes who were available. The women's squad have picked up where they left off and the men's squad need a bit of a shake to get the motivation going again which Mark is undertaking.

The Senior 1 Squad competed at Rutherford head with generally good results. The top performance was definitely the Woman's 4+, who came a very creditable second in the 'A' category race only beaten by UL and taking some big scalps such as UoE.

There was also representation in a masters composite 8+ with Tay Rowing Club who again performed well.

Senior 2 and 3 – Training has increased within this group quite markedly since receiving a 'simpler' training plan with regular erg score submissions across the board. We are also starting to see more improvement among these groups on the water. Senior 2 and 3 sent a men's boat and a women's boat to Glasgow RC 4s head with the men finishing in second in the Nov 4x+ and the Women going one better by winning the WNov 4x+.

We are planning to have representation from across the club at WeHoRR, HoRR and Vesta Vets Head all in March. The ladies/juniors will be trying to retain the small club pennant for the 3rd year in a row.

Junior Rowing – The juniors have been training 'en masse' over the festive period with representation at the Scottish rowing J16 Camp in Largs and the J18 camp in Edinburgh.

Alice will continue to seek selection at the GB junior trials in February.

The planning of the Junior Easter Camp is well under way however due to booking problems around our usual venue – this will be in Inverness this year. Mark (VC) is currently trying to plan for a senior 1 camp tagged onto the end of the junior camp.

We currently have waiting lists for the Junior section, The senior section and all LTR's.

Consideration will need to be given to running any further LTR's in the short term as we are pretty much at capacity.

Fleet

The current set up with the helpers Chalky has is working very well. There is a constant need for boat repair however this is happening with a much quicker turn around. We will need to put the Steeleye Span off the water for repair however the Rosie and Janny Singles should be back on the water soon.

Our current priority remains the purchase of a men's 4-. There is one for sale which we have made an enquiry on. This is a Filippi 4x, which was manufactured in 2014. The cost is approximately £9k and we will need to add sweep riggers. Depending on the condition, which we have not seen yet I would recommend trying to purchase if it's still available. Our other priority is 2 race worthy 2-/x, however like the 4- these are seldom on the market at a reasonable cost.

We now have sufficient sweep ours for all boats/combinations however we still require scull sets and I will also pursue this.

Finance

The treasurer saga continues, after RBS sending further documents for Jo to sign which she did and sent back, more arrived last week which I have signed and sent back. It can't take much longer. Martha is getting the bank statements from me and I continue to make payments. All payments are up to date with the exception of the RSC and Dec Energy Gym invoice, which will be paid this week.

We are currently sitting with cash at Bank as follows:

Main Account £21,441.33

Boat House Account £40,347.27

Martha is looking into various options for the boat fleet account and hopefully we will have something set up soon. We still have the £10k pledge to come in which I was leaving until we had the specific account, however I feel it would be more prudent to have it deposited into the main account until the new account is set up.

Corporate

The insurances have been renewed and paid, for the buildings and contents and employers liability, still with our usual insurer and broker. For Public liability and abuse cover, we are now with Howdens who insure both Scottish and British rowing. Again, this has been paid

for and we are insured. Copies of both certificates will be handed to Graham at the meeting for his perusal.

This only leaves the fleet insurance which will be due for renewal shortly.

Susan has progressed very well with the club members list and this should be made available to relevant club officials in the near future.

Sub-committees	Membership is progressing compilation of the Club's database. The committee urges all members to respond to recent related communications.
Communications	No report.
Social	<p>Annual Dinner ticket sales numbered 85, with break-even at 93; so, raffle ticket sales on the night made up the small loss which would have been incurred, and contributed an additional c£500 to the Boat Fund.</p> <p>Seeking volunteers for a Social Committee.</p>
Boathouse	<p>Report from RR.</p> <p>SJMW and LF to meet with Edinburgh Schools Kayak Club to discuss various matters relating to ESKC access across the Club's land (under the proposed new lease with City of Edinburgh Council). This matter seems to be the last main issue to be agreed prior to signing of a formal lease.</p>
AOCB	<p>Thanks to the working party of Club members who completed repairs and maintenance to the landing stages at the Union Canal.</p> <p>The agenda for the next meeting will include discussion of possible racing events to be hosted by the Club.</p>
Dates of next meetings	21 February 2019