

ULSAC Committee meeting – 4th June 2007

To-Do list from this meeting:

Vic: sort out a Yahoo (or similar) online calendar to send reminders of insurance policy renewals etc.

Anjali: Give copies of insurance invoices to **Dave**. Also, move the original copies to a new filing cabinet in the cage. Ideally put scans of these online for committee access. Start arrangements to become our new Area Coach.

Richard needs to check with **Nick** whether the Marinox and other boat kit are on two, one or no insurance policies and adjust as necessary

Fitz: Survey people's opinions on Proxy Voting and look into possible dates for an EGM.

Vic, Andy, Dave & Dan: Working group to write accounting guidelines for the summer trip and subsequent ETs. Discuss it among yourselves and present a draft to the next meeting.

Dave and Dan: Work on an up-to-date version of the accounts. Compile an accurate debt list and start chasing up debtors with **Nathan**.

Michelle said she'd look into the weights of people carriers to find one light enough to get under the 3.5 ton towing limit on a standard driving licence. Also, trial paying in advance on one of your trips.

Nathan & Al: Go shopping! Use money from the Annual Dinner while waiting for the normal accounts to get sorted out.

- 3 handheld radios, ideally the same model we already use.
- 1 extra radio charger to replace our broken one.
- Aquabags for all of our current radios and the new ones
- Spare kill chords for each boat
- A handheld GPS unit to act as a backup for the boats

Nathan: Ask the guy who donated the small BCD whether we can keep it for club use;
Chase up various debtors and ask them to cough up with help from **Michelle's** encyclopaedic knowledge of Facebook.

Our next meeting will be on July 2nd.

Minutes

1. Election of vice-chairman

Michelle and Anjali nominated Ali G, everyone agreed. Ali G is now vice-chairman.

2. Election of assistant Equipment Officer

Richard suggested having two AEOs to divide the workload. Mark and Ernst had previously volunteered, so now they're both assistant equipment officers.

3. Committee use of facebook

Re-iterated that committee business should not go on facebook.

All club information must be sent out by email, not just on facebook. This is especially important for trip signups. There are occasional problems with signup lists taking a long time to appear on the

website. This is because the website isn't designed to be updated easily so only Farrah (spelling?) can do it. There should be a survey coming round soon about rebuilding the website, but there's no timetable yet.

4. Online committee calendar

Using Yahoo Groups is much easier than setting one up ourselves. Vic volunteered to sort it out.

5. Boat insurance – current situation and annual renewal

The boat insurance has recently been renewed. There was a suggestion to time insurance renewals for part of the year when boats aren't used, or to get nine month insurance policies. These are not possible due to the risk of theft all year round.

Dave will sort out the next insurance payments; he needs to get the invoices from Anjali.

Richard will check with Nick whether loose items on the boat (marinox etc.) are on two insurance policies, one or none.

Anjali will move the originals of insurance documents (and possibly the charts?) to the new filing cabinet in the cage. Scans of these will be available online, or photocopies given to whoever needs them.

6. Voting by proxy for future AGMs

This would take a lot of organisation:

We'd need to close nominations long before the AGM, make these available then sort out a system for collecting and counting the votes.

We'd need to change our constitution by holding an EGM.

Proxy voters would not be able to hear candidates' speeches or their answers to questions.

One of the problems reducing turnout may be that the AGM is always in the exam period. Anjali suggested removing the rule limiting the AGM to within 4 weeks of easter training. There's nothing about it in the BSAC handbook and the Union don't care so we can change it if we want. However, having the elections so soon after ET is a good (or evil? It's so difficult to tell!) way to get unsuspecting novvies hooked. Also, removing the rule will require a change in the constitution and therefore an EGM.

Fitz will survey people's opinions on proxy voting and look into possible dates for an EGM. We'll continue the discussion about both proxy and 4-week rule next time (oh, the horror) and then schedule an EGM if necessary.

7. Large trip accounting guidelines

The problems we've had with accounting for this ET are now resolved although some small amounts of money are still owed to the club.

We need some written guidelines for handling the summer trip and others. We decided to set up a working group of Dave, Andy, Dan and Vic. They'll send out a draft within a few days (may be slowed because Dave will be communicating by email), bicker about it between themselves then present a draft to the next meeting.

8. Towing Test Reimbursements

The practical towing test costs between £80- £120, depending when it's booked. Vicks know everything anyone could ever want to know about the tests, after several hours chatting up the poor DVLA call centre guy.

There's a residential course of lessons plus the test for £400

We can't use our trailers for the test: they need to be capable of carrying at least a ton and big enough to block rear view from the vehicle.

More importantly, Vic thinks the brakes on one of the trailers don't work. No one was assigned to

look into this.

We could hire a landrover or espace to tow with. This would be under the weight limit of 3.5 tons, so anyone with an ordinary British driving licence can drive it without extra tests. Hiring the landrover would cost an extra £15/day, which seems affordable. However, it has fewer seats than the people carriers and will be expensive to fuel.

Michelle said she'd look into the weights of people carriers to see if we can find one to get us under the 3.5 ton limit.

Martin said many cars were sent on recent trips with empty seats, so the seats we'd lose by swapping the minibus for a landrover probably wouldn't matter.

Paul [the ULU minibus test guy?] is happy to help people practice for the towing test, but no one knows where we can get a suitable trailer.

9. Boat Kit

As the kill cords are tied to the boatie, the only way we're likely to lose them is if the boatie goes overboard. If this happens, we'll probably take the time to get the boatie back in to boat before leaving, thus retrieving the kill cords. That said, they're "practically free" (Martin), so we might as well get some. Nathan will buy them along with the other stuff.

We don't have any idea how much money the club has – Dave is awaiting updated account information. So we decided to spend money from the Annual Dinner on urgently needed kit then replace this from the main accounts when we can.

Priorities:

- 3 handheld radios, one of which was already budgeted for. Ideally the same model as we have because they're very reliable and the chargers will be interchangeable.
- A replacement charging cradle for one of our current handheld radios
- Aquabags for our current and new radios
- Spare kill chords for the boats
- If we have enough money, an additional marinox kit.

Nathan and Al will negotiate prices and buy this for us.

10. The fate of a donated Buddy Jacket

It's too late for the auction, the resale value is low and we only have four small jackets, one of which is "traumatic"! If the donor is willing we'll keep the jacket for club use.

Considered buying SMBs for the club from the donor. Decided it was a bad idea because we'd also need to supply reels, which wouldn't be properly looked after and de-tangled.

11. Annual Dinner

This will be used to buy urgently needed kit (see item 9) while we're waiting for the accounts to be sorted out. When the accounts are sorted, this money will magically reappear and we'll discuss how to spend it again. One possibility is using some of it for the 50th anniversary celebrations.

Treasurer's Report:

Dave is still waiting for updated account information, so didn't have anything to report.

DO's Report:

Read the little purple book! (How to be a safe diver from BSAC)

TO's Report

Three new Sports divers stamped and ginned.

Planning a weekend of drills and easy dives to allow any novices to finish their Ocean Diver

course. So far one trainee has signed up and s/he'll have six instructors!

Equipment Officer

"It's all good" [Winner of the prestigious "secretary's award for most concise report"]
(Everything needing maintenance is either finished or in progress)

Boat Officer

GPS is damaged and currently being repaired. The problem was worn cable connectors, caused by taking the unit out of its cradle every night. This is unavoidable due to risk of theft, so just try to be gentle with it.

Social Secretary

Nothing to report.

Membership Secretary

Has got mountains of forms, folders and other hamster bedding from Lisa to look through. All that needs doing now is forwarding membership renewal forms from BSAC to our members as they arrive.

Nathan suggested a huge membership drive for the 50th anniversary year. He suggested the idea of getting people to join for multiple years, although this has been tried in the past with little success

A.O.B.

In the past, we've tried charging £10 for try-dive sessions to raise funds and profile of the club. This might be worth retrying for the 50th anniversary celebrations.

Anjali is now a BSAC Area Coach - congratulations! In future she'll become our area coach.

Belly suggested getting a handheld GPS unit as a backup for the temperamental boat ones. It should cost £80 - £100, and has been added to the list of things for Nathan to get a good price on.

Chasing up debts:

Dave's copy of the club's debt list is based on old or inaccurate information. This needs to be updated to check who owes us money. Nathan has volunteered to contact the bigger debtors and persuade them to pay up using a bit of natural charm and quite a lot of blackmail and intimidation. Most of the worst debtors are still in contact with committee members, and the rest should be findable because Michelle is stalking the entire world on Facebook.

Online payment

We're very restricted in what we can do with our independent bank account and the ULU one takes far too long to notify us of payments in or out. Consequentially, while online payment for trips etc is possible there's no way to keep proper records so it's an unworkable idea. Paypal was suggested as an alternative, but it's too expensive. Transfer of money through a secondary bank account – whether a new club account or a committee member's personal account – wouldn't be allowed by ULU.

Possible solutions:

- Charge a flat rate for the trip and require payment up-front. This would require careful planning and strict budgeting on the trip. Michelle will trial paying in advance on one of her trips.
- Don't let people dive with us if they owe money.

Our next meeting will be on July 2nd.