

## **Minutes of Board Meeting at Largs Sailing Club 1230 - 1430 on 15 Jan 2022**

Attendance: Lucie, Louise, Jane, Doreen, Linda, Donald, Arthur and Iain.

Apologise: Karin

### **1. Approval of last meeting minutes** - Lynda & Lucie

### **2. Outstanding Actions - Iain**

- Add FOCCR secretary to IT stuff and check SCRA have e-mail address - Closed
- Added new line item in booking system for youth row booking - Closed
- Update on progress of ordering new Oars (youth & adult) and Cushions - Closed/On agenda
- At present 60 adults and 2 youth paid membership this year. Reminder to be sent to membership and to confirm contact details - Closed
  - Membership pass word to website and lock combination for trailer to be changed annually - **Iain/Lucie (19 Feb 22)**
    - Training Committee to nominate an attendee for board meetings - Closed
    - Plans for cox's training, cox's checklist, next phase of cox's training and in-house training day - Closed/On agenda

### **3. Treasurer - (Jane)**

- Accounts are in good order. Received LEAP (youth pride) grant for £1K and £2K from Calmac
- Registration for worlds to be managed through Worlds Skiff sub-committee
- Jane & Lucie signature approval to be added to RBS a/c
- Virgin a/c needs to be emptied then closed, talk to Gary - **Jane (19 Feb 22)**

### **4. IT and Social-Media (Karin)**

Foccrs Communication plan - Status communicating with members:

1. Daily/weekly rows, availability, cancellations etc: facebook and whats app private members groups seem to work at present.
2. Web site booking system - seems to work
3. Web site members site - members details, meeting minutes, official documents is good
4. Internal comms with committee, coxes etc, facebook messenger seems to work
5. News/photos/ - currently shared on facebook.
6. Newsletters - have proved popular.
7. Secretary/chairperson e-mail out to all members monthly with committee meeting minute, and new members details - have had positive feedback
8. Instagram and twitter - never used

Communicating with new members/wider public;

1. Potential new members find us - word of mouth, friends, family, contact us on web site.
2. Web site front page is the public face of the club - needs to be informative and up to date

Suggested Actions:

1. Take down Instagram, twitter and public facebook – **Karin/Lucie (19 Feb 22)**
2. Put Louise newsletters (4/6 a year) on the web site front page. Last year newsletters could go up now. – **Iain (19 Feb 22)**
3. Put as much as possible on the members web site area, and direct members there.
4. Iain to be made an admin for whats app and FB – **Iain (19 Feb 22)**
5. Photos of members updated to reflect current members, talk to Dougie – **Lucie (19 Feb 22)**

## **5. Maintenance (Donald)**

- **Oars** – Requirement for the new youth & adult oars to be available by end of Feb 22 to support Skiff Worlds. Separate meeting held after committee meeting today with Hugh, Arthur and Donald to agree how we progress this.
- **Cushions** – Requirement for 2 sets of relicuted/breathable membrane cushions with retaining strap. We have struggled to get quotes for supply of these after sending out a number of requests in Dec 21. Only response has been from CC&B at Largs Marina so agreed we should source from them due to time constraints around skiff worlds. Agreed we would try and get a example/test cushion reviewed by couple committee members before finalising order – **Donald (19 Feb 22)**
- **Box Trailer** – Found a specialised contractor for this type pf trailer and they have advised what work is required to patch this box up for the time being. Donald has offered to repair the box trailer but needs it for one week. Agreed box trailer to be out of access to FOCCR’s week Sat 22 to Sat 29 Feb 22 – **Donald (29 Feb 22)**
- Any equipment needed for midweek rows 22 Feb – 29 Feb 22 to be removed from the box trailer – **Doreen/Dougie (19 Feb 22)**
- Estimate quote received of £3K for brand new box trailer in fibreglass. Agreed we will repair existing box trailer and pursue new box later in year.
- **Spare Oars in Saltire** – Agreed these should be tie wrapped onto FOCCR road trailer – **Donald (31 Jan 22)**
- **Peel Port Hunterston Shed** – They are proposing to build sheds in revamp of Hunterston area. Keep a watching brief on progress and if opportunity presents itself we would be interested in understanding what facilities might be available.
- **Largs Sailing Club Shed** – There is a possible shed space available and Lucie/Louise will raise with Caroline at their next meeting in next couple weeks and feedback to committee.

## **6. Membership (Iain)**

- Reviewed members list and unpaid subscriptions for season November 2021 – October 2022. We have 25% of members who have not yet paid. Agreed we should write to those who have not yet paid to confirm situation. If not paid by 31 Jan 2022 they will be removed from members list/access to booking rows – **Iain (31 Jan 22)**
- Taster sessions will be held on the first Saturday of the month at 1000-1100 to enable planning with cox’s, equipment support and for new starts to have coffee with FOCCR’s after row. Max two new starters per skiff and max four new starters per Saturday session. At present we have nine on

the waiting list. Confirm by date of receiving request for row if people still interested and arrange rows - **Iain (5 Feb 22)**.

#### **7. Social & Fundraising (Louise)**

- **Pre-xmas row to Village Inn, Fairlie** - Event with 20 FOCCRs attending.
- **Quiz Night** - Next quiz will be Tuesday 18 Jan 22 in Village Inn, Fairlie. J McF hosting.
- **10<sup>th</sup> Anniversary Plans** - General discussion around a number of ideas. Agreed to dedicated an hour to this topic at next committee meeting in Feb 22 - **Iain (19 Feb 22)**
- Grant Funding wish list - Agreed to have this discussion at next committee meeting.

#### **8. Training & Safety (Arthur)**

- **General** - Meeting to be held next week with sub-committee to agree status of general club training, Cox training review status (including existing and prospective cox), formalise cox training competence plan and look at possibility of having a knot tying course for members. Update status at next main committee - **Arthur (19 Feb 22)**
- **New rules for Towing Trailers** - This will be covered by training committee and advise back to main committee - **Arthur (19 Feb 22)**
- **Skiff Worlds** - Have a list of races and will now look to allocate members who are attending to the many race age groups. This will be managed and discussed in future at the sub-committee and they will report back to the committee - **Arthur (19 Feb 22)**

#### **9. Regatta (Doreen)**

- A number of regattas have been posted on SCRA web but none in our traditional back yard of SW Scotland. Committee will review regatta opportunities monthly.

#### **10. Skiffle Worlds (Lucie)**

- Committee of Lucie, Doreen, Arthur and Lynda established to manage activities for the Worlds next meeting 27 Feb 22.

#### **11. FOCCR ideas from coffee morning in Nov:**

- Knot tying sessions (planned in training)/Standby reserve place on row booking form (agreed not needed)/10<sup>th</sup> anniversary (agenda next board meeting) - 10 weeks of celebrations (rather focus on specific event) - rowing trials in Largs (membership healthy) - expeditions row (major challenge not dismissed but on hold)/Dolphin recording for Clyde mammals' project (**Talk to Dave Mellor - Iain (19 Feb 22)**)/Oars for adult crew for Worlds (agreed)/Rowlock making training(Not relevant now).

#### **12. AoB**

**Covid** - No change to existing plans. Encourage members to follow government guidelines and we encourage lateral flow tests to be taken before attending rowing or entering sailing club

**VHF Licence** - A number of members already hold licenses. Secretary will be qualifying in the next month.

**Bill Erskine Cup** - Has been engraved with Eleanor (2020)/Louise (2021) names. Agreed we should try to have Bills wife present at 10<sup>th</sup> Anniversary Event.

**Next meeting at Largs Sailing Club 1230 on Saturday 19 Feb 2022.**