

Birmingham Inter-Varsity Club Limited

Board of Directors

Minutes of meeting held on Monday 05 March 2012

At The 'Old Contemptibles' Pub, Edmund Street, B3

Minutes

Present (X - present)

Chair of Meeting *

Vacant	Chair				
Frank Dawson	Treasurer	X			
*Dave Elliott	Weekends Coordinator	X	Jan Horne	Walks Co-ordinator	
Jane Gripton	Sports Secretary		John Gregory	Sports Assistant	X
Peter Norris	New Members/Publicity	X	Brian Roberts	Membership Assistant	
Rose Huish	Secretary	X			
Graham Hankins	Bulletin Editor		Graham Hankins	"What's On"	
Ray Parry	Vice President	X	Sandra Winchurch	Solihull Rep	
Andy Turton	Vice President	X	Peter Hanna	N.B'ham/Sutton Rep	
Peter Howe	Vice President				
Alan Muddiman	Vice President		Bernie Muddiman	Halesowen Rep	

No.	Content	Action
1	Apologies – Jane Gripton	
2a	Approval of Previous Minutes – the following alterations were made: 3b: remove final statement – ‘This agreed for next AGM’ – not actually agreed. 4a: delete final sentence: ‘This idea was approved by the committee as an incentive to become a full member’.	
2b.	Review of Actions: 4a: RH to consult John Pitcock on this suggestion (re club m’ship cost for new members joining late in m’ship year) and may result in a commitment to take forward as a potential rule change. 4d: assistants to the committee – action C/F	RH
	Items for Decision	
3a	New members: The following people were approved as new members : Wendy Brown; Arthur Pumfrey; Garry Evans; Mary Day; Val Solomon-Smith.	PN
3b	Personal behaviour standards: PN raised a concern about a new member being admonished for hosting an event seen as being the responsibility of an existing member – he pointed out that this action risks antagonizing new members, to the detriment of the club. He agreed to discuss the matter with the existing member, taking account of the paragraph in March Bulletin by DE about ‘Organising Events’.	PN
4	Forward Planning – Strategic Targets for on-going discussion	
(a)	Increase Membership: PN reported the figure for new members over the membership year, April 2011 to March 2012, at 63 in total. Prospective members for Feb. 2012 is 10, when we really need 15-20. New members this month is on target. Prospective members over the year have totaled 106, last year’s figure was 160, showing a much better conversion rate of 60%. We are now down to just 22 prospective members in the pipeline. Current membership stands at 332. (With 113 renewals for 2012/13 already – BR). BIVC Meet-Up group: the public events from AX have been copied to the new site, which shows a membership of 51. PN demonstrated how this works by showing the site as it appears on the internet: concerns raised by committee members about the use of ‘random’ photos selected from Facebook and given fictitious names – could this infringe copyright? PN did not think so. Discussion about cost/benefit of Google Ad-words: annual cost is £900, generating 18 new members – so it is a ‘cash neutral’ benefit. DE suggested looking out for other opportunities for this expenditure.	PN DE
(b)	‘Getting Great Activities’: PN showed examples from the latest ‘Spice’ bulletin, e.g. ‘Jungle Challenge’, ‘Tank Marina’, ‘Off-Road Experience’ – he suggested that the committee should try to host one such activity per month, offering to do the first of these in May – Ackers Trust offer the Jungle Challenge so this will be organised by PN. AT reminded us that he is organising a BIVC choir, likely to meet for the first sing-song on a Sunday afternoon in May.	ALL PN AT

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(c)	Local sub-Groups - Promotion Strategy: North B'ham Group – now has new organizer – Pete Howe; as part of the re-launch a promotion strategy will offer a £5 reward to any member of this sub-group who organizes an event for April. The other groups in Solihull and Halesowen continue as normal.	PH
(d)	Hire a MiniBus: Committee agreed to Roy Jefferies having this for a brewery visit in May. FD to check with RJ that he has booked the bus for the date.	FD
	Items for Discussion and Decision	
5	AIVC Conference: Agreement that the three delegates representing BIVC will be fully funded for attendance at the Conference. RH has inserted a further reminder to members about this. Anyone showing willingness to attend can be offered a 50% contribution from BIVC towards their costs. RH to discuss with anyone interested.	RH
6	Santander Account: FD & RH have now been confirmed as the new signatories; there are some on-line facilities, FD suggests moving the funds to a new Business account which pays 2% pa – directors all agreed to this move. IFA recommendations – moving the above account was one of these; RH to summarise the key points from the briefing from Peter Bartlett, and circulate to committee.	FD RH
7	Bulletin: GH ordered 300 bulletins to be printed, although the actual number required was 230. So BIVC have incurred loss of £70 on this. Appears to be misunderstanding between PN and GH: PN lets the printer know how many labels and envelopes are required, yet they contact GH to check on the number of bulletins needed. Hence the mistake. Better communication needed at time of going to press! <u>First-class postage used for March as delivery date was last Wednesday of month. (29 Feb).</u>	PN/GH
8	iBike: The issue of the loan bike still unresolved: Member A to be advised that balance of sum owing must be paid by the end of the week. RH to e-mail him again.	RH
	Progress Reports: Reports from individual Directors and their areas of responsibility:	

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9	<p>FD – Treasurer: Latest balance sheet dated March was tabled; FD reported that the ‘free drinks’ promotion held to mark ‘29th February’ had cost £72.15 – he suggested that perhaps the committee should agree a monthly budget specifically for Wednesday evening promotions to cover the cost of buffet/hospitality etc. to encourage greater attendance – e.g. £75 limit. FD requested permission to set up a ‘personal account’ to make small bank transfers and Paypal payments on behalf of BIVC, the monies to be re-claimed through an expense claim. A majority decision by directors agreed this action.</p> <p>RH – Secretary: The insurance has been checked and we have insurance in the form of a ‘Public Liability policy to indemnify club members should they cause damage to third party property/persons, including member to member liability’. This shows that we do not cover injury incurred by any member at badminton.</p>	FD
	<p>Weekends – DE: The Easter Weekend at Stonecroft Lodge still has places; Stackpole, May, all places sold; Bal Saini is offering a Weekend in Oxford 3rd W/E of April; annual NLMC W/E in June led by JG/RH; DE will try to book Foel Ortho in mid-Wales for July; Kevin Ridd will organize the Gower Bunkhouse in August, now booked; August Bank holiday Pete Howe is looking into a W/E in Bristol. In September, DE looking at a W/E in north Norfolk.</p> <p>New Members/Webmaster – PN: showed ‘rag-rating’ for information shared earlier in meeting – see 4a.</p>	
10	<p>AOB Bulletin entry from DE: ‘Organising Events’ advised members to check with the designated co-ordinator if they are planning an activity; PN concerned that this may appear negative; maybe a change of title from ‘co-ordinator’ to ‘facilitator’ or to ‘Walks Advisor’. Jan Horn to be approached to put a few words in Bulletin advising on the walks organizing.</p> <p>‘Member B’ - angry that his event had been removed from AX – however the justification was that he had not intended to attend.</p>	
	<p>Date and time of next meeting: Monday 09 April (Easter Monday) At Committee Room, Briar Rose Hotel. Chair: TBA</p>	