

**Birmingham Inter-Varsity Club Limited**

Board of Directors & Committee Members

Minutes of BIVC Committee Meeting held on

Monday 13 May 2013

At Corner Room, Edmunds Bar, Edmund St.

**Minutes**

**Present (X - present)**

**Chair of Meeting \* (PN)**

Vacant	Chair				
Frank Dawson	Treasurer	X	Resigned as Director 20/04/2012 – continues as Treasurer		
Pete Howe (non-director)	Weekends Coordinator		Jan Horn	Walks Advisor	
Kevin Ridd	Sports Secretary		John Gregory	Sports Assistant	X
Peter Norris*	New Members/Publicity	X	Brian Roberts	Membership Assistant	
Rose Huish	Secretary	X			
Andy Turton	Social Secretary				
Graham Hankins Dave Gausson	Bulletin Editor Bulletin Editor		Graham Hankins	“What’s On”	
Ray Parry	Vice President		Sandra Winchurch	Solihull Rep	
Alan Muddiman	Vice President		Bernie Muddiman	Halesowen Rep	
John Pitcock	Vice President				

	<b>Apologies and Minutes</b>	
1a	Apologies – Andy Turton, Ray Parry, John Pitcock, Kevin Ridd, Brian Roberts	
1b	Minutes of Last meeting - Approved as a correct record	None

1c	Minutes of Last meeting - Review of Actions Not covered elsewhere	None
	<b>Strategic Issues</b> (which will affect rest of meeting)	None
2a		
	<b>Membership</b>	
3a	Applications for Full Membership: The following 7 applications were circulated for consideration – all approved: Sandra Exley; Elizabeth Fletcher; John Tozer; Jan Cox; Gary Morris; Noelle Mann; Karen Malte Neilson	
3b	New Members Officer's Report: 7 Full Membership applications tonight equates to recruiting 84 Full Members a year which would give a membership rise at the rate of 5%. Current Membership is 288 which equates to 46 non-renewals (better than last year). Prospective Membership is lower, with a slight improvement since last month (40 compared to 45, 33, 29, 39, 32, 23, 29, 16, 25, 30, 26, 22, 29, 35 and 50 in previous months). 8 new PMs in April, with 7 PMs at May Garden House. New Members night to be split between IVC New Members 1 <sup>st</sup> Wed and Meetup New Members 2 <sup>nd</sup> Wed. This to be trialed for first time next month (June). MU: now showing 9% growth, with 40 pcm, and 780 members in total. Badminton twice a week is now being offered to MU members - only meagre support so far. MU member, Eva, continues to do an outstanding job on Bowling, Salsa and a Sunday Meal.	PN/AT
3c	Increase Membership: Few committee members present so nothing to report.	
3d	Membership Renewals - BR: 288 members have now renewed; Cmtee members only, to be circulated with names of non-renewers.	BR
	<b>Activities</b>	
4a	Social Secretary's Report – AT sent the following: Complaint re event organiser received from member – see 5F below. Roving pub nights each Wed eve need organisers – request for organisers to be made via AX/e-mail to members. Member, Cathy Gregory, has raised concern about members advertising 'child-friendly' events – are there CRB implications/requirements? Also, no club insurance for under18's. RH to insert notice in Bulletin re parental responsibilities. No organisers yet for a summer Party or a Halloween event – further appeals to members for these.	AT RH
4b	Activity Stats, Traffic Lights – PN: Encouraging, with table showing mainly green, but daytime events over weekends required; April showed 25 events rec'd by B'tin deadline, with a better % showing for events in May.	

4c	Major Club Events for next 12 months: Still gaps/organisers needed for a Summer Party, Halloween and Xmas Meal & Xmas Party.	
4d	Improve Events (Quality, Quantity, Variety) – no progress as small attendance at this committee meeting.	
	<b>One-Off Items</b>	
5a	AIVC Conference Report: Conference attendee Graham Hankins placed a 1-page report in the May Bulletin, which summarised the key discussions and W/E format – next April (2014) the conference will be hosted by Manchester IVC. PN – admitted his motions had been ‘slightly unpopular’, but there was agreement on the day for the IVC levy to be reduced from £3.78 down to £2 per member. AIVC coffers stood at £27K at the end of Dec 2012, though a significant % is used annually for the AIVC Conference. A further £2k is used for each development workshop during the year.	
5b	Budget Review (in light of cost savings): PN gave estimate of £5570 for the BIVC expenditure during the 2013-2014 financial year.	
5c	Approval of Dennis Muxworthy as BIVC Accountant: DM has sent a formal letter of acceptance which FD has circulated to the committee. His appointment was approved and RH to send signed letter back to him.	RH
5d	Club Video – Progress – AT: At had a brief word with Richard Keogh, Plymouth IVC, at the AIVC Conference, and Richard is agreeable to pull this together for us, but footage needs to be coordinated and sent to him.	AT
5e	I-Bike: an e-mail has been received from Pete Brook letting us know there has been no activity this month. Informal discussion amongst members present about possible disposal of assets – C/F.	
5f	RH raised issue of the anti-social behaviour of an ex-BIVC member towards Louise Hassell: no action can be taken by us as e-member involved, but RH wanted the incident to be minuted – this occurred at SPT on 17/04/13, LH very upset by the incident. C/F from 4a above, complaint by member Sharon Bennett about an event organiser. Action: RH to write to SB; event organiser to be advised to liaise with AT if he is unable to host his event in the future.	RH
	<b>Standing Items</b>	
6a	Local Groups – Increase Activity: Erdington – continues to have small but loyal following; Solihull – FD remarked that he thought attendance had dipped slightly, though attendance is supported by members from out-of-area ( Dave Parker, Mike Hanson); Halesowen continues to be okay.	
6b	Bulletin deadline is 22/05/13; Dave Gausson editor for June – he has appealed for ideas for front cover – suggestions needed. RH requested diary as part of B’tin – this appreciated by members.	
6c	Continuous Survey: circulated to committee by PN – respondees this month appeared to be mainly female members, Ave. age 57.1.	

6d	Treasurer's Report – FD: An estimated budget deficit of £1835, which is lower than FD anticipated – the highlights appear to be Weekends Away, which mainly show a profit, but offset by twice-weekly Sport at KEGS, which is running at a deficit. FD has written to Trafalgar's terminating our agreement. This cost saving will benefit next year's accounts.	
6e	Secretary's Report – RH: raised the e-mail from member Chris Evans on 08 May re volunteers required for a 'Male' study – RH to advise CE that BIVC do not wish to participate (no members of age profile is one reason!); AGM – RH to insert 1-line definition of committee roles in June Bulletin with reminder on elections and volunteers needed. FD and PN both stated that they may agree to re-election, RH intends to resign at AGM.	RH RH
6f	Sports Secretary's Report – KR: KR absent, but RH reported that 2 MU members had been signed to badminton. PN requested that tennis now be offered to MU too – agreed as okay by RH.	
6g	Webmaster's Report – PN: Paypal use – volumes down, hence lower cost, £570 income, cost £25, last month. Google Adwords – usage up, cost slightly less @ 15p per click.	
	<b>Final</b>	
7a	Any Other Business (After Agenda deadline) – None	
7b	Date, Time and Place of Next Meeting: RH requested meeting be brought forward by 1-week as she is absent on 10 June. C'tee to be canvassed on choice of preferred date for next meeting: 2 <sup>nd</sup> /3 <sup>rd</sup> /6 <sup>th</sup> are options. As Briar Rose not available, Edmunds Bar will be requested again.	RH
7c	Chair of next Meeting: Andy Turton	