

Birmingham Inter-Varsity Club Limited

Board of Directors & Committee Members

Minutes of BIVC Committee Meeting held on

Sunday 02 June at Briar Rose Hotel

Chairman – Andy Turton

Minutes

Present (X - present)

Chair of Meeting *

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	X			
Graham Hankins Dave Gausson	Bulletin Editor Bulletin Editor		Graham Hankins	"What's On"	
Ray Parry	Vice President	X	Sandra Winchurch	Solihull Rep	
Alan Muddiman	Vice President	X	Bernie Muddiman	Halesowen Rep	
John Pitcock	Vice President				

No.	Content	Action
	Apologies and Minutes	
1a	Apologies – Kevin Ridd, John Pitcock, Brian Roberts	

No.	Content	Action
1b	Minutes of Last meeting - Approved as a correct record	
1c	Minutes of Last meeting - Review of Actions not covered elsewhere: 3d - BR to provide C'tee with a list of non-renewers – PN to give reminder; 4a – C/F, RH to insert notice in B'tin ref. CRB requirement if under-18's attending club events; 5d – C/F – Club Video – see 5c, below 5f – C/F to this meeting.	PN RH AT
2a	Strategic Issues (which will affect rest of meeting) - None	
	Membership	
3a	Applications for Full Membership - None	
3b	New Members Officer's Report: 14 full members recruited so far this m'ship year; Prospective mems. – none so far this month, 17 in May, 9 of which were from the MeetUp badminton offer. M'ship year-on-year is 1% up on last year at this time; however current position on new members and prospective members show 'red' on stats, there are 40 prospective members in the pipeline. Garden House nights will occur twice pm from June onwards – 1 st and 3 rd Wednesdays, with 1 st being 'BIVC' and 3 rd being 'MU'. B'ham 30's & 40's MU group recruits 50 new members pm, which shows 5% increase, compared to 6% & 7% for most successful MU groups in WM.	
3c	Increase Membership: 2 members who work at QE hospital have taken set of A5 yellow BIVC 'promo cards' to display on the staff notice boards. AT: responded to enquiry from 'Drug and Alcohol rehab' group with info on our set-up, confirmed not suited to their clients.	
3d	Membership Renewals – BR e-mail, RH to cover later.	
	Activities	
4a	Social Secretary's Report: AT shared results of event organisers 'feedback' – good response, though not every event organiser responds. Generally positive 'outcomes'.	
4b	Activity Stats, Traffic Lights: Activities doing well – showing 'green' in stats, though cinema events poor-maybe some difficulty with booking these ahead; DE booking series of 'silent movie' events at Symphony Hall – RP attended. June showing just 26 events so far (not counting 'regulars'), though July showing 7 events already.	

No.	Content	Action
4c	<p>Major Club Events for next 12 months: Summer Barbeque – Mike & Ella (July) Summer Party – Catherine and Martin McCarthy to be asked to host one at their house – poss. Date August Bank Holiday as no club W/E away planned for this date (if weather fine, they have large garden, so can hold large number of members attending.) Xmas Party – no organiser Xmas meal – no organiser NYE Party – no organiser</p>	AT
4d	<p>Improve Events (Quality, Quantity, Variety): Ideas discussed: 50-seater coach to enable more distant locations to be included – theatre visits to Oxford, Nottingham, Leicester. ‘Reward’ for event organisers – possibly a meal out could be offered.</p>	
	One-Off Items	
5a	<p>Abusive members/ex-members: RH had circulated the letter to her received from ‘Member A’ – this was quite abusive about RH, other members, and directors; PN suggested that another committee member should write to her – RP has agreed to assume this responsibility. An ex-member continues to cause trouble: any one can see ‘public’ events, such as the pub visits in Sutton on Saturday 25/05/13; she turned up to this event and demonstrated challenging behaviour resulting in a 101 call from PN to WMP. Decision to look into the possibility of obtaining a restraining order. RH to reiterate to club member ‘Member B’ that the ex-member must not be told about club events or be brought to them.</p>	RP RH
5b	Member’s Complaint – deferred to AOB, below	
5c	Club Video – Progress: none as yet, AT to liaise with Richard Keogh from Plymouth IVC who has agreed to put this together for us once sufficient brief ‘film shots’ showing club activities, have been collected – E.G. PN has excerpts from recent week at Fishguard.	AT
5d	<p>AGM Preparation: Key dates – deadline for motions is 07 August; RH to publish draft agenda and reminder in July Bulletin, inviting motions; Aug. C’tee Mtg 12th August, so motions will be included, from members; also from the C’tee on ‘subscriptions’ and ‘deposits policy’. AGM Booklet: copy to printers (Ink Tree) by 19/08/13 and circulated to members via e-mail on 22/08/13. Approx 30 booklets to be ordered in hard copy for circulation to those members not on e-mail. Reminder – all committee roles must be decided by election of candidates proposed and seconded, and voted in at the meeting by all full members, either in person or through proxy votes. AT has mentioned that Steve Powell has expressed interest in becoming Bulletin Editor. (RH thinks 2 editors has worked well this year.)</p>	RH RH/AT
	Standing Items	

No.	Content	Action
6a	<p>Local Groups – Increase Activity: Coventry sub-group – led by Glynis Glasspole; PN reported that she has elected to let the group ‘rest’ for the summer months; she has suggested the idea of a ‘Coventry IVC’ with exclusive events and membership rate. This could cause some issues with the existing BIVC, but will be picked up again in the Autumn. Halesowen: AM reported that they have attendance of approx.. 16 members pm at Stag and Three Horseshoes – good atmosphere & social attendance. Solihull – no rep present, but FD regular supporter, reported that the group continues to ‘tick over’ well. Erdington/N B’ham – PN reported that is supported by a small group of supporters including Andrew Briggs and several MU members.</p>	
6b	Bulletin – July edition to be edited by G Hankins, deadline 19/06/13.	
6c	Continuous Survey – results shared by PN, some very positive and constructive contributions. RP to summarise these survey results for club members. PN confirmed that most members would have been invited to contribute by now.	RP
6d	Treasurer’s Report – FD had no new information to share.	
6e	Secretary’s Report – RH has received a brief e-mail from BR giving an update on membership: 2 further renewals, 1 promised but not yet arrived; Member Maggie Slater not renewed for 2013-14, still thinks her earlier payment counts towards the new m’ship year – to be clarified with her. RH confirmed that she has sent 2 signed copies of ‘Accountancy Agreement’ to Dennis Muxworthy, who has returned 1 signed copy for BIVC file.	
6f	Sports Secretary’s Report – KR absent from the meeting. (RH/JG continue to greet MU badminton newcomers and handle their fees/paperwork each Wed/Fri.)	
6g	Webmaster’s Report – PN: Paypal volumes down (£74 for month); total annual transactions amount to £8k, which has cost £300 to BIVC. Google Adwords: 16p per click, cost for May £62. Continues to be viable source of internet interest in BIVC.	
	Final	
7a	Any Other Business: 5b – Member’s Complaint: RP spoke on behalf of Directors and VP’s, (all of whom had met the previous week to discuss the matter): in response to PN’s ‘offer’: the offer was declined, no further action, documents to remain on file. RH to confirm this to PN in writing.	RH
7b	Date, Time and Place of Next Meeting – 6.00pm, Sunday 07 July, Briar Rose Committee Room. (RH has booked the room)	
7c	Chair of next Meeting – Kevin Ridd	