

Birmingham Inter-Varsity Club Limited

Board of Directors

**Minutes of Meeting held at
The Briar Rose Hotel
(Conference Room, 1st Floor)
23 Bennett's Hill, B2 5RE**

Monday 07 February 2011

Present (X - present)

Vacant	*Chair				
Frank Dawson	Membership/Treasurer	X	(Arrived 21.30)		
Stephen Cox	Bulletin Editor				
Alan Muddiman	Publicity/AIVC and Stourbridge Rep	X	Bernie Lennon	Stourbridge sub-group	
Dave Elliott	Weekends Coordinator	X			
*Janet Blick	Social Secretary	X			
John Gregory	Sports				
Peter Norris	Webmaster/New Members	X			
Rose Huish	Secretary	X			
John Smith	Vice President		Sandra Winchurch	Solihull sub-group	
Andy Turton	Vice President	X	Peter Hanna	N B'ham sub-group	
Peter Howe	Vice President				
Maggie Whitlock	Vice President		Graham Hankins	"What's On" (for 1 month)	

Minutes

No.	Content	Action
1	Apologies: John Gregory, John Smith, FD – late arrival	
2	Minutes of last meeting a) correction item (6): iBike procedures.... “Agreement that these <u>are</u> sufficient.” Add:”Club members are recommended to join the CTC as advised by PH.” b)Review of actions – to be covered below, as these are on-going items	
Items for Discussion and Decision – Strategic Targets		
3	New Members: The following temporary members were approved: Mabel Simms, James Arthur Hoyle, Janet Griffin, Bridie O’Boyle, Susan Pemberton, Eileen Qayyum, Stewart Gough, (Peter Thorneycroft – prop. FD)	Proposed by PN
4	a) Increase membership: PN presented data on temp. members – 11 signed up since last Comm. Mtg. – see attached data sheets	
	b) Good variety of events: Feb events increased through ‘phone calls – RH commented that it was a good idea. PN had stats. on regular versus one-off events by different organisers. RH mentioned that Cath McCarthy has offered to host a party in March. (best for 2 nd or 3 rd W/E). Regular organisers to be encouraged to help new members put on an event – support them.	All
	c) Local Groups: Sandra W. trying to re-invigorate the Solihull group – PN suggestion: local group leaders to have a list of members’ postcodes in their district with ‘phone nos. for tel reminder – master access through AX – members can agree to this via the AX link. AM reported that the Halesowen Xmas party was great success – group continues to attract good turnout	Local reps
	d) Bulletin: AT has offered to draw up a 1-page DIY list for SC with bullet points on correct method of formatting etc. Has SC internet access on his boat? To be arranged.	SC/AT
New Ideas		
5	a) New venue for Wednesday clubnight – C/F to next meeting	SC
	b(i) Nominated Charity – fundraising: JB proposed that BIVC should sponsor 1 per year (RH pointed out that we had backed PH’s ‘Help the Heroes’). Also current BIVC Website offer of small donation to BYV adventure camps if members buy from Amazon. JB proposed that at each AGM, members are asked to propose a charity to be beneficiary for the year – vote to be taken at AGM. Meanwhile – which charity to be supported for final 7 months of this year? 3 suggestions: Air Ambulance, Shelter, & RNLA (Vote taken at end of meeting – see AOB).	RH to invite suggestions in AGM booklet
	b(ii) Incentive for hosting an event – PN suggested reviving the £10 prize each month for the best 1-off event, all agreed with this suggestion, the draw to take place first Wed. each month at Garden House. (cash prize to be awarded on the night.)	All

	b(iii) Major event: proposes that the Xmas party on 10 th Dec is offered to other clubs as a 'W/E with BIVC' as the venue holds up to 200. Accomodation? Etap, though this may be more difficult so near to Xmas – PH to be consulted.	JB to consult PH
	c) Website Update: PN stated that in its' current form, the BIVC website is difficult to keep up to date due to its' size – 50 pages. Directors looked at the alternative suggestion of the 7-page site used by a group of 7 IVCs based on the Notts design. PN will put together a BIVC test site for consideration, but the alternatives viewed on line looked easier to use than the BIVC current site's layout. A suggestion that 'Google Analytics' be used to find out what the most popular pages are on our current site.	PN – test site for BIVC
	d) Party grant increase: in recent months very few parties had been offered in members' homes; JB suggested that a nominal sum should be allocated of £2.50 per head to cover costs. All agreed that the rate could be increased to £100 – only to be paid against cost receipts.	JB to co-ordinate
	e) Fleeces – FD proposed that this early-renewal incentive be dropped as it is too difficult to manage – all agreed.	
Progress Reports from Directors		
6	AM: Publicity – 'phone numbers for Heart FM & BRMB have been obtained, to find out about costs & timing of ad., can the web address be promoted – to report back next month. Halesowen sub-group, 2 nd Thursday each month at 'Stag & 3 Horseshoes'; Xmas party – used £30 of allowance to hire the room, 35 members attended, very successful. 'Stourbridge' to be left out of bulletin text as only takes place in Halesowen.	SC – to remove 'Stourbridge' from B'tin entry
	DE: Weekends – W/E in Breton, Derbyshire, went well, 16 took part. Bernie Lennon's Magic Mystery tour has attracted 14 members so far – end Feb. PH's W/E in Portsmouth 04 March – numbers? Fort Belan – 37 places booked for early May Bank Hol W/E. Possible venue for Whitsun (end May) is Swansea Bay – web link sent to Comm on 08 Feb – 3 x 8-person Chalets look best option – costs? Aug Bank Hol – any suggestions? Lake District – Bunk House, Pete Brookes to organise? AM mentioned the site where his caravan is – camping also available: the site owns 80 quad bikes, charge is £37 for 90 minutes, we may be able to obtain a discount – future event?	
	FD: Treasurer – DE was thanked for his work arranging the change of signatories, directors were reminded about the draft SLA. Cheque books – there are two in circulation at any one time (3 sequences of books?); what service do we require from our bank? HSBC has not been very satisfactory: Barcelo cheque problem, & we cannot make on-line credit transfers, though urgent payments can be obtained by 2 signatories going into a branch with their I.D. The second cheque book is to be held by RH – all agreed. FD: Membership – see the recent report sent to directors (copy to be attached to these minutes.) Renewals of membership – FD to obtain quotes on cost of pre-printed membership cards.	
	PN: New Members – PN to forward a report for RH to attach to these minutes.	

	RH – continued use of Helen Palmer? To be discussed at March meeting. (Difficulties with Co House & incorrect date on Accounts).	
	JG – Cost of full membership for unwaged members? – it is £13 but £10 can be used for a W/E away voucher. Hence £3.	
AOB		
7	JB; Social Secretary – reminded directors about the AIVC Conference 8-10 April; there are 2 free places; last year BIVC funded half the cost for directors who wished to attend. Appl. form on e-mail – download & send a cheque with printed form.	
	DE – request that the broken laptop be repaired for use at W/Es away to monitor costs – lack of spreadsheet at recent W/E was inconvenient. Laptop can also be used at the Garden House – busy club night.	
	PH – e-mail re YHA membership sent to JB: DE to respond to this.	
	Chosen charity from March – September: Air Ambulance was chosen by a majority vote by directors.	
	'Help the Heroes' party in August: £200 still to be paid to the charity.	
	AT suggested that the director who chairs each monthly meeting should write a short 'Chairman's Chat' for the following Bulletin, e.g. JB to write a paragraph for the March Bulletin.	
	Chair for next meeting: Pete Norris, on Monday 14 March 2011	