

Birmingham Inter-Varsity Club Limited

Board of Directors

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

Monday 11 April 2011

Present (X - present)

Chair*

Vacant	Chair				
Frank Dawson	Membership/Treasurer	X			
Stephen Cox	Bulletin Editor	X			
Alan Muddiman	Publicity/AIVC and Stourbridge Rep		Apologies		
Dave Elliott *	Weekends Coordinator	X			
Janet Blick	Social Secretary	X			
John Gregory	Sports	X			
Peter Norris	Webmaster/New Members	X			
Rose Huish	Secretary	X			
John Smith	Vice President		Apologies		
Andy Turton	Vice President	X			
Peter Howe	Vice President		Apologies		
Maggie Whitlock	Vice President		Graham Hankins	"What's On" (for 1 month)	

Minutes

No.	Content	Action
1.	Apologies: Alan Muddiman, John Smith, Pete Howe	
2.	Minutes of last meeting	4c Actions C/F; 5a Venue not yet ready; 7d – Delete first sentence, pdf minutes RH
Items for Decision		
3.	New Members: The following temporary members were approved: Seda Brownlow, Michael Carr, Stephen Gough, Gillian Matthews, Jane Roberts, Jane Willetts	Proposed by PN
Items for Discussion and Decision		
4a	Increase membership: PN reported that current membership is now 309; data shows an encouraging conversion rate – October was 62%; if there were 6 new member applications received each month, it would represent a growth rate of 4%. The TOA taxi cards have been printed at the cost of £450 for 100,000 – now in circulation. Additional printing for temp. member paperwork, the passport etc. has been produced.	PN
4b	Good variety of events: due to Bulletin deadline being missed, some events were only published on Activity Exchange: it was agreed that SC would insert a notice in May's Bulletin to that effect, & point out that events can be put on to AX on a Wednesday club night if AX assistance needed. Members to be reminded about the 'interest groups' on AX - 15 in total; JB has asked Graham Hankins to do a talk on the 'Digital Switch-over', scheduled for 27 April at Bennett's. PN also offered to re-run the AX instruction course – 11 May at Bennett's.	SC GH PN
4c	Local Groups: action C/F on local name lists of Solihull/SC members from FD for tel/e-mail contact; Brian Roberts not yet approached for S/C; Halesowen group continues to be well-supported, tho' RH mentioned that Barbara Scullion was unhappy about the divisive potential for members who cannot get out to Halesowen.	
4d	Bulletin: RH – increased expense of postage (51p) for April Bulletin due to extra pages publicising AIVC events – this is only feasible if the event is taking place at an adjacent IVC (e.g. Derby, North Staffs, Notts), especially for mid-week events. (Ideal size approx 30 pages). DE commented that his BIVC W/E at Whitsun (Margam Forest) was not publicised, SC said he had not received DE's document about the W/E. AT suggested that the Bulletin is proof-read prior to publication, which SC acknowledged would be helpful.	
4e	New membership cards – FD presented an alternative design, approved.	FD
New Ideas		
5a	Alternative venues for Wednesday club-nights: Bacchus Bar is scheduled for April 3 rd Wed (20 th , also B'tin deadline); JB has sourced the MAC (opp. Cricket Ground) bar area for 18 May and 15 June. MAC also has a party room on ground floor – poss venue for party/quiz etc – cost to be requested.	JB
5b	Automatic Continuous Survey – 2 directors had put forward ideas for questions, the final format to be circulated to directors	PN
5c	Website update – C/F for future action	PN
5d	Hire a Minibus – monthly offer to members, ideas have been forthcoming:	JB

	Pub nights popular, but directors agreed these must be restricted, Chris Cummins has put in a bid for one; Visit to the Bunker at Stoke on Trent – AT; Black Country Museum – Della Shelley;	
5e	Meet-Up website – suggestion from JS that BIVC may wish to use this for publicity – RH to request further info from JS for next meeting.	RH
Progress Reports		
6	JG – Sport: Badminton will be offered on both the bank holidays in April, 22 and 29; JG to find out about a tournament mentioned at AIVC W/E offered by Notts IVC; tennis to be available from first Wednesday in May onwards.	JG
	RH – Sec: RH has offered to write a brief report on the AIVC conference for the May Bulletin – deadline Wed 20 April.	RH
	PN – Webmaster: no progress on updating BIVC website; Google Adwords – membership to enable use of the normal search facility requires a payment, which varies depending on the number of clicks: £150 has been put on BIVC account, recent use has resulted in spends of £18.36 for Feb, £57.13 for March, and to date (11/04) £14.83. PN - New members: More prospective members needed – ‘RAG’ rating shows Red on prospective, and Amber on full members for this month.	
	SC – Bulletin: Nothing to report	
	FD – Membership: a hard copy report was circulated, soft to be e-mailed for attachment to minutes; action – Dane Carty to receive written request for subs payment; 2 members have given notice of leaving BIVC (Roger & Anne Tempest); membership card design was circulated for approval; of 273 renewal letters sent, 198 have renewed; notice about renewal to be inserted in May Bulletin (after May no further B’tins received by non-renewers). FD – Treasurer: report circulated at the meeting showing expenditure, soft copy to be attached to minutes.	FD
	JB – Social Sec: a regional meeting at the AIVC conference has resulted in an invitation to all IVCs present to come for a day or W/E in Birmingham on 25 June, to be attended by Graham Mount, the new AIVC publicity sec; no BIVC members on new AIVC committee – PH has resigned his position as national events organiser; a booklet giving a brief description of committee posts will be made available from AIVC. JB is hosting a good % of events in May to encourage other organisers in BIVC.	
	DE – Weekends: Bookings now needed for the Whitsun Bank holiday W/E in Margam Forest, S Wales; possibility of another Bunk House W/E at August Bank Hol as it is very close to the hotel W/E in Blackpool. Bernie Lennon wishes to arrange another ‘Magical Mystery Tour’ in early July.	DE
AOB		
7a	Google Adwords – RH requested explanation on behalf of the Committee with regard to the changes actioned by Pete Hands (following the AGM on 23/09/10) and reported to directors at the last meeting by PN. RH has circulated P Hands response to committee via e-mail. It was agreed to take no further action. The Committee thought that Pete Hands should have kept us more informed of the changes he was making.	
7b	BIVC financial year-end: the circulated accounts sheets show a small deficit of £163; there were a few accruals. Accounts to be prepared for presentation to Helen Palmer.	FD
7c	i-Bike report request: RH had made two requests via e-mail to PH for a brief report, so far no acknowledgement & no report; RH to request again.	RH

7d	Annual Return – Companies House reminder: RH has been on to the website and now feels able to complete this on line by deadline – 27/04	RH
7e	No further action	
	AT announced that the BIVC Disco equipment no longer required has been dispersed from Graham Hessian's garage: Neil Lakin has been given the speakers, AT will try to sell the decks on e-bay, and the vinyl records will be kept.	AT
	AT - BBC Mailbox to host an event to discuss local radio: BIVC invited to be represented, & AM to be requested to publicise this request to adjacent IVCs. (see AT's e-mail of 15/04 re meeting with Carol Webster, BBC)	AT/AM
Date of next meeting: Monday 09 May		Chair of next meeting: Frank Dawson