

## Birmingham Inter-Varsity Club Limited

Board of Directors

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

**Monday 13 June 2011**

**Present (X - present); Chair \***

Frank Dawson	Treasurer/Membership	X			
Stephen Cox	Bulletin Editor				
Alan Muddiman	Publicity/AIVC and Stourbridge Rep				
Dave Elliott	Weekends Coordinator	X	Jan Horne	Walks Co-ordinator	
<b>Janet Blick *</b>	Social Secretary	X			
John Gregory	Sports	X			
Peter Norris	Webmaster/ New Members	X			
Rose Huish	Secretary	X			
John Smith	Vice President		Sandra Winchurch	Solihull rep	
Andy Turton	Vice President	X	Peter Hanna	Sutton/Erdington rep	
Peter Howe	Vice President				
Maggie Whitlock	Vice President		Graham Hankins	"What's On"	

No.	Content	Action
1	Apologies – John Smith, Pete Howe, Maggie Whitlock, Stephen Cox, Alan Muddiman	
2a	Minutes of previous meeting	Actions: 4c Action “FD to provide details....” C/F to July; 4d Action “DE to reply to John Pitcock....” C/F; 6 – Motion re ex-officios to be proposed by Committee to AGM; 7 – AT to contact Jan Harris..... C/F AT to investigate BIVC ‘video’ for website; 8 – Bulletin cribsheet – AT- done PN – macro development – done
3a	New members. The following people were approved as new members: James Gaines, Sue Thomas	PN
3b	Members working/travelling abroad: Phil Wall & Lena Rennie – both can have distant membership until they return. If beyond the end of membership year they should re-join on return (can be fast-tracked as they are known) then Pro-rata fees will be charged.	PN/FD
4 (a)	Strategic Targets: Increase membership – we have more new members than this time last year – the fig. for April '11 was 10.6 up on last year, for May '11 it was 7.3 BUT very few prospective ‘in the pipeline’. Solution – more marketing, e.g. bumper stickers for members’ cars; advertising on the cross-city train line. Google ad-words should come good, maybe try ‘Gumtree’ Beer mats have been shared out with meeter/greeters & Comm. Mems.	PN PN
(b)	Good variety of events – this is still quite good	
(c)	Local groups – Pam & Sandra in Solihull still working hard on their group Frank to provide details of Solihull members when he has the time.	FD
(d)	Minibus – successful ‘Pub Nite’ – well-supported event; latest proposal is for a visit to Ludlow.	JB
Forward Planning		
5	The committee discussed the use of Paypal for online payments. Only one person can be in charge of the account and so three safeguards were suggested. 1. That the person looking after the Paypal account would be someone other than the Treasurer 2. That no payments from the account would be made except into the club’s main account 3. That payments will only be received that have come via Activity Exchange. Activity Exchange will inform both the Treasurer and the Event Organiser of each payment received and provide summary information. Paypal charge 3.4% of the payment value plus 20p per transaction. It was agreed to start a trial of using PayPal for paying for events, with the above safeguards, and that this trial would start in two months time and run for six months. It was agreed that Peter Norris should look after the Paypal account and set up the trial. It was agreed to approach Ann Smith and see if she would like to use this facility for the New Year’s weekend payments.	PN

6	Further to the discussion at last month's meeting, a motion will be put to the AGM from the committee proposing that the posts of Webmaster and Sports Secretary would no longer be Directors, and that responsibility for publicity would be subsumed into the new Director post of 'New Members Officer'.	All
7	Narrow Boat Timeshare: JB and Ray Parry found out the following details at the Alvechurch Marina Open Day: A 33-week hire of a 6-berth narrow boat costs £13K – known as a corporate timeshare, hire of boats can commence at any of six alternative marinas. The charges are £50 + cost of diesel for each booking, usually lasting one week. A certain amount of the investment would be re-couped through charging for the week's use of the boat. Staff at Alvechurch marina offer to make a presentation to prospective customers. JB to find out about alternative offers of a 10or12 berth boat.	JB
8	Central on-line Database – a key aspect is centralized data protection – the information is available on a central server; this will enable membership processing to be carried out through Activity Exchange. Some members are uneasy with the safety of personal information, though this is only open to Committee members. The database needs to have the support of members; this may be via a motion at the AGM if it is moved by any member.	FD
	Reports from individual Directors and their areas of responsibility: Sport – nothing to report Secretary – Artsfest, see AOB below Treasurer – FD: the accounts are with the auditor and will be back for approval in July (accounts sheet circulated) Membership – FD: Current membership is 273 (147W, 126M) A written report was circulated Weekends – DE: Margam Forest W/E good though slight loss made overall. August Bank Holiday: Cheshire IVC have a W/E in N Wales which we can join, no BIVC arranged as following W/E is Blackpool (2 – 4 Sept) PH. Bernie Lennon will host another Magical Mystery tour, and Stackpole is under consideration for next Whitsun Bank Holiday – a bunkhouse which sleeps 42.	
10	AOB RH raised the event known as 'Artsfest' – 2 <sup>nd</sup> W/E in September (10-11) – for a stand in New Street the cost is £75 + VAT (£450 in total). Committee decision to go ahead with booking to be e-mailed by RH to the organiser. Reminder that motions for AGM must be in with 42 days clear notice – further reminder to be placed in the July Bulletin. JB suggested that remaining fleeces should be given away at the AGM to 'First come, first served'.	RH  JB
Date and time of next meeting: Monday 11 July		Chair: John Gregory