

CHELSEA KAYAK CLUB EIGHTH ANNUAL GENERAL MEETING

THURSDAY 22ND FEBRUARY 2018, The Nell of Drury pub, Catherine St, WC2B 5JS.

Present: Liza E (taking notes), Alex H, Dan K, Paul R, Philippe M, Fiona G (chair), Lorna C; Present for first part of the meeting: Philippa H, Rob H, Janice B

	Agenda Item	Action	Responsible member	Date to compete by?
1.	Fiona welcomed members to the AGM Apologies received from Jacquelin M, Phil C, Jonathon O, Jonathan T, Izzy K, Mike F, Geoff C, Kenneth T, Sue P, Rob D, Richard G, Peter M, Tudor G			
2.	Matters arising from 2017 AGM <ul style="list-style-type: none">• CKC Trailer has now been moved to Strand on the Green allotments.• A3 laminated chart deck for Thames sessions made by Alex is appreciated• BBA now has electrics, lights and heaters• Alex has taken up PLA liaison role for the club			
3.	Summary of the year – updates from committee members <ul style="list-style-type: none">a) Membership - Tudor: 53 members.b) Social media - Kenneth: CKC has 109 followers on Instagram & 226 followers on Twitter, both are growing. We had a membership enquiry via Twitter. Recommendation: share photos of CKC trips & activities on Facebook, Instagram & Twitter & tag CKC in your posts.c) Website – Peter M: Recommendation to have two committee roles; 1 x "webmaster" responsible for non-content maintenance/possible site upgrade/functionality enhancements (TBC); 1 x social media secretary with overall responsibility for social media presence of the club (Kenneth) (See below for discussion/Actions)d) Thames trips – Peter M/Tudor: Website has recorded 37 Thames sign-up pages over the year. In practice a few have been cancelled due to poor weather or insufficient paddler interest. General impression: 1st half year was tough from a leader point of view, 2nd half better with more leaders signed off & able to offer to lead trips. Recommendation: identify competency level (novice, intermediate, advanced), document & publish training pathway for progression (12 months	Share CKC related photos on facebook, Instagram & Twitter Concept of training pathways to be considered	All CKC members Paul R	Ongoing

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	<p>length for each.) with defined timetables, members that are interested can be asked at the beginning of the membership year if they wish to participate or not.</p> <p>e) Training – Jonathan O: 2017 training that has occurred included: 1* training, Shepperton trip to practice rescues on the Thames (organised by Lorna), Aquatic First Aid course (organised by Alex), an FSRT. Thanks go to Rob Davis for running some of these. Limitations to organising training has included logistics/transport. Recommendation: to do more paddler development sessions so that members newish to kayaking can build up their skills. Jonathan is exploring running a 2star training course, navigation and VHF radio course in early 2018.</p> <p>f) Trips (non-Thames) Lorna; 2017 trips included Hayling Island (Rob H); Poole Harbour (Liza); Dartmouth (Fiona); sections of London to Lands End (Alex). Lorna found members didn't respond to trip ideas shared over email & so then some of the proposed trips weren't viable to run. (See below for discussion/Actions)</p> <p>g) Kit - Phillipe; held a kit day in Spring 2017. In the autumn - no replies received from CKC members who had indicated on MemberMojo they were interested in helping maintain kit. Plans to hold another kit day.</p> <p>h) Safety - Phillipa; proposed an update to safety related procedures to make a clear distinction between rules, and optional recommendations. Phil has provided feedback.</p> <p>i) Welfare officer – Liza has not been called on in this capacity. The purpose of a Welfare Officer is set out here - https://www.britishcanoeing.org.uk/uploads/documents/T5-Club-Welfare-Officer-Job-Description-170816.pdf</p> <p>j) Social officer- Liza; Socials are happening every other month with varying attendance. It is difficult to organise events for unknown numbers if few</p>	<p>Philippe to organise a kit day</p> <p>Philippa to finish off updating safety procedures</p>	<p>Paul R to coordinate & get a hand over from Jonathan O.</p> <p>Philippe</p> <p>Philippa</p> <p>Philippe</p>	

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	<p>members reply. Freya Hoffmeister talk organised by Lorna about paddling around South America attended by 58 people.</p> <p>k) PLA liaison - Alex attends PLA meetings on behalf of CKC. New paddling code launched. The PLA byelaws state all boats need an ID. There is a new PLA App with tide info. Tideway (London Super Sewer) will result in new riverside buildings. It may be possible to explore space in one of their new structures.</p> <p>l) Chair - Fiona; 2 meetings have occurred between the tenants and Brentford FCCST (our immediate “landlord” of Brentford Boating Arches). CKC boats are now split between top shelf and middle shelf, instead of all CKC kayaks being on the top shelf. The Pontoon by Kew Bridge will be removed. A quote for “contents” insurance has been requested from our landlord. BFCCST has organised pro bono work, by contractors associated with a major building project, to implement the proposed changes to both Arches. BFCCST receives a subsidy from St George’s development to pay rent to TFL for the Arches. This subsidy will end. Arch 2 needs to be rearranged so that the front of Arch 1 can be rented out to a new business user. Fiona has an action to advise BFSSCT on the space CKC needs in Arch 2. Dan is willing to work with Fiona on this, if other CKC members who are good at visualising storage & movement of boats want to help - this would be welcome.</p>	<p>Ensure all CKC boats have correct boat numbering/ID</p> <p>Provide space plan that CKC needs to BFCCST</p> <p>See if there are CKC members who can help</p>	<p>Fiona to liaise with Dan</p>	
4.	<p>DISCUSSION FOLLOWING COMMITTEE UPDATES –</p> <p>4A) TRIPS</p> <ul style="list-style-type: none"> - List of possible trips needs to be planned several months ahead - there should be a dedicated webpage on the website listing planned trips. - when trip list is updated then this update should be notified by email, Twitter, Instagram & Facebook 	<p>Trip list to be published shortly for 2018.</p>	<p>Lorna</p>	<p>1st March?</p>

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	<ul style="list-style-type: none"> - can CKC have a WhatsApp group. This could also be used to notify members of updated trip list? - there should be more beginner trips and post BCU 1* trips for new members. - Tidefest (2/9/2018) could be a good day to run BCU1 * & BCU 2* trips on the Thames because the Thames Barrier is closed, reducing significantly the speed of flow in the Thames - Rob Davis suggested Pegwell bay with possible seal spotting might be suitable for beginners. - Alex can suggest coastal trips suitable for beginners, based on sections of London to Lands End already completed. - currently not enough leaders or paddlers who are confident to lead, so then to enable trips to occur - members can be encouraged to hire guides, or members are encouraged to build up their skills - there is frustration when members don't reply to emails with proposed trips - some members want to go to nearer sections of coast than Anglesey & Scotland - there are logistical challenges of getting CKC kayaks to the start of a trip – there is a high proportion of members who don't have cars, or cars with roof-racks - there needs to be a team to help with coordinating trips list. - if each of the 50 members organised a weekend trip – then almost every weekend there would be trip in the year! The key is to encourage members to propose trips & support with making the trips happen. - Lorna has a list imminently to be published. - all members to think of trip ideas they want to do so Lorna can put it on the trip list and also let Lorna know if they need help. If the member needs help then the Trip committee can assist this member in how to get the trip happening. - Liza, Dan, Philippe, Lorna, Paul are interested in being part of a trips committee & proposal is to meet on Tues 6 March. 	<ul style="list-style-type: none"> Set up CKC WhatsApp group New webpage to be set up for listing trips All members to tell Lorna about trip ideas. Members encouraged to be proactive in trip planning. Trips planning meeting proposed for Tues 6 March 	<ul style="list-style-type: none"> Kenneth – to consider WhatsApp Peter M? – Trips webpage All All members Lorna 	
	<p>4B) WEB MASTER ROLE</p> <ul style="list-style-type: none"> - It isn't clear what exactly is involved. - Previous committee meeting Dan & Mike were requested to advise how website pages could be reduced, and how text could be edited. 	<p>CKC Webmaster to be found.</p>	<p>Fiona to ask Peter M</p>	

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	<ul style="list-style-type: none"> - New website may be needed but not a priority currently. - Is Peter M willing to do the webmaster role. If not who else is willing to do this. Otherwise email CKC members to request volunteer (& depending on timing ask via MemberMojo). - Thursday's signup page – is strangely laid out. Tuesday's page is better. - Text on the website is out of date e.g. Trips page - Some documents missing from website 	Adjust MemberMojo to ask if members have website skills	Tudor?	
	<p>4C) LOCATION OF CLUB</p> <p>Should the club look for a new CKC home, which might be a longer term project? However, need someone who has the time to pursue this. Alex, Jacquelin, Fiona aren't able to adequately be proactive & follow up.</p>	Identifying 1 or 2 CKC members to assist with this project?	Fiona	
	<p>4D) LEADERS OF TRIPS</p> <p>Much appreciation for existing Thames leaders, who have taken members out. More Thames trip leaders are needed.</p> <p>All potential members who are interested in becoming Thames leaders are requested to contact present leaders to ensure they have covered the club's requirements in training and sign off to become a trip leader. Sign off involves a potential leader leading 2 trips each witnessed by an existing leader, and a check on theory.</p> <p>http://www.chelseakayakclub.co.uk/wp-content/uploads/2011/04/CKC-New-Thames-Leader-Guidance-Feb-2017.pdf</p> <p>Potential leaders need to be proactive. Need to explore if Member Mojo can ask members when renewing if they are interested in becoming a Thames leader?</p>	<p>Request to members to consider becoming leaders</p> <p>Adjusting MemberMojo</p>		
	<p>4E) NEW MEMBERS</p> <p>The club needs to better understand what interest a new member has, to meet new members needs better. Did a new member do BCU 1* training just to do a "taster" but had no intention of further kayaking, or do they have a particular interest/desire to improve and/or do trips in particular locations. Suggestion that where possible a CKC member follows up their first CKC kayaking experience with a phone call.</p>	When there has been a new paddler someone is allocated to call/contact the person to make a tangible connection for them	Tudor? to coordinate	
5.	PRESENTATION OF CKC ACCOUNTS - Dan		Philippa & Dan to liaise	

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	<p>Income from 2/3/2017: MEMBERSHIP FEES £4,422.03 GUEST FEES £20.00 KIT HIRE £120.00</p> <p>Expenditure from 2/3/2017: SOCIAL (SUMMER BBQ) £37.25 KIT MAINTENANCE EXPENSES £889.53 ARCH RENTAL COSTS £2,500.00 TRAINING (ROB DAVIS)£250.00 BCU FEES £396.40 MEMBER MOJO FEES £30.00</p> <p>Resulted with CKC CASH AT BANK 18/02/18 £4,780.11 Phillipa volunteered to voluntarily audit the accounts</p>			
	<p>MOTIONS OF FOR CONSIDERATION BY MEMBERS See: www.chelseakayakclub.co.uk/2018/02/ckc-agm-22-feb-2018-agenda-motions/ The following had been nominated as proxy voters by members who couldn't be present: Alex – Olwen R, Phil C, Geoff C, Mike F Lorna - Richard G Janice - Peter M Fiona - Jonathan T Voting intentions were received from Izzy & Rob D. Also, Philippa before leaving the AGM</p>			
6.	<p>MOTION ONE: Increase membership fees. 3 scenarios have been reviewed by Dan and Tudor</p> <ul style="list-style-type: none"> - Currently club has ~50members paying £85 or £87/year. (There is a £2 discount if a CKC member is a BCU member, because then CKC pays reduced fee to BCU for these members) 	No action		

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	<ul style="list-style-type: none"> - Scenario 1. Saving enough to buy one new kayak per year – either have increase in membership fee of £105 if continue to have 50members or Need 11 new members paying £85/year - Scenario 2. Cover rent of arches increase – same as Scenario 1 - Scenario 3. Yearly save enough for a new kayak and to accommodate a rent increase. Needs 28 new members paying £85/year or £135 if membership stays at ~50. <p>The proposed change to be voted on is:</p> <ul style="list-style-type: none"> - early bird fee £90/ 92 (£2 discount if a BCU member) i.e. pay before 1st April - standard membership £95/97, when pay between 1st April – end July - late comer member £60/ 62 after 1st August <p>Discussion points:</p> <ul style="list-style-type: none"> - raising membership fee might put off new members - an increase can't be justified because not enough happening in club to make it worthwhile. - Already have enough in bank. - if club needs more money we could do some fund raising (e.g. evening quiz, CKC members providing kayaking safety support to a swimming event & donating their pay to CKC) - The £2 discount should be maintained if CKC member is a BCU member. - THCC gives BCU qualified leaders rebates for leading trips <p>Anonymous Voting: Voting results: FOR: 5 AGAINST: 10 ABSTAINED: 3 Motion NOT passed.</p>			
7.	<p>7A) MOTION: to move AGM to October/November. (The constitution currently states the AGM should be in the “winter”) Lorna proposed motion, & Phillipa seconded it.</p> <ul style="list-style-type: none"> - The purpose is to enable new committee members to get into their new roles, over the winter, to enable more trip planning in the spring. - The membership year would not change 	Amendment/ Change to constitution to be implemented	Fiona	

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	<ul style="list-style-type: none"> - Concern that the change in AGM timing will cause financial complications - Changing the AGM date is a distraction and will not solve insufficient paddling trips being offered. - New Committee meetings need to be held soon after AGM, to keep momentum up. Could the new committee date be proposed before the AGM? <p>Anonymous Voting: Voting results; FOR: 9 AGAINST: 6 ABSTAINED: 3 MOTION PASSED.</p>			
	<p>7B) MOTION TO REMOVE REFERENCES TO “CREMORNE CENTRE” FROM CONSTITUTION:</p> <ul style="list-style-type: none"> - Delete paragraph in constitution that refers to ‘Cremorne centre’. UNANIMOUSLY AGREED - Phil, via Alex Requested not to delete reference to “centre” in other paragraphs since the text can be equally relevant when CKC is hosted in other locations/”centres” UNANIMOUSLY AGREED not to delete references to “centre” in the constitution 	Amendments to be made	Fiona	
	<p>7C) Motion proposed by Alex to update “Canoe England” to “British Canoeing” in the constitution. UNANIMOUSLY AGREED</p>	Make change to constitution	Fiona	
8.	<p>ELECTION OF CKC COMMITTEE MEMBERS Training Officer – Jonathon Oliver is stepping down. Jonathan was thanked for his work. Alex proposed Paul Rogers, seconded by Lorna. Paul accepted</p> <p>No CKC members had emailed in advance or at the meeting to put themselves forwards for committee roles. CKC members at the AGM voted unanimously for the remaining committee members to continue until the new AGM in October/November 2018 Chair: Fiona Gooch Treasurer: Dan Kennedy Secretary & Thames trips co-ordinator: Tudor Grashoff</p>			

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	Kit: Philippe Mollaret Non-Thames Trips: Lorna Campbell Training: Paul Rogers Safety: Philippa Harvey Social: Liza Easmon PR/Marketing: Kenneth Tharp (social media) Welfare: Liza Easmon Webmaster: Peter Moorhouse			
9.	AOB – DATES Club Trip planning meeting Tuesday 6 th March Next committee meeting. Weds 21st March 7pm Vauxhall		Lorna Fiona	