



Minutes: Committee Meeting, 30th August 2016

Location: "The Riverside" Pub, 5 St George Wharf, London, SW8 2LE

Attendance

- Izzy Kaminski (Chair)
- Jonathan Oliver (Secretary)
- Alex Hester (Kit Officer)
- Rob Horton (Trips Co-ordinator)
- Dan Kennedy (Treasurer)
- Janice Barrett (Trips Co-ordinator)
- Geors Richards (Training Officer)

Apologies (Received)

Apologies were received from Fiona Gooch (Safety Officer).

#	Agenda Item	Actions
1	Chair's opening remarks / matters arising	
1.1	Minutes of last meeting RH circulated minutes of the previous meeting, which were approved.	
1.2	Updates from Chair: IZ announced that Phil Cumming had now formally stepped down from the committee, and was thanked immensely for all his hard work. It was confirmed that JO is to continue taking over management of the membership, but that some matters still needed handing over.	
1.3	IZ stated that she had met with Andy from 360 and raised the issues surrounding storage in Arch 2. IZ asked that CKC users take photos whenever the Arch is left untidy e.g. SUP's in the way of safe access to racks etc.	IZ / ALL
1.4	Tidefest – Unfortunately there had not yet been any offers of volunteers.	
2	Membership	
2.1	JO stated that membership currently stood at 57.	
2.2	Positive feedback had been received from the recent "Introduction/New Members" session with thanks to all who helped out, and that another session was provisionally planned for around October.	JO / GR
2.3	JO raised that he was considering creating a new email-group for the members using MemberMojo rather the current "Google Groups" in order to ease admin. It was agreed to proceed if JO felt that it would be beneficial.	JO
3	Treasurers Report / Finances	
3.1	DK informed that the current bank balance is £6859.12, but that Arch Fees were due soon	
3	Kit	
3.1	AH was pleased to announce that the Trailer improvements were successful, and that it was currently stored with AH. IZ proposed a temporary arrangement with AH to	IZ / AK/ DK



	continue storing the trailer with AH until a long-term solution was found, which included paying a fee to AH of £25pcm.	
3.2	AH to organise a “Kit Day” for around October, to send a broke paddle for repair.	AH
3.3	AH raised the idea of CKC holding a stock of lights (for the boats) to sell on to members. It was agreed this was a good idea.	AH
3.4	AH was investigating plans to add a storage box onto the trailer.	AH
4	Training	
4.1	GR stated she has begun an update of the operating procedures and risk assessment, and that a thorough review/update of existing documents was required.	ALL
4.2	GR confirmed she has begun work on a new document for identifying and training new Thames Leaders. AH suggested using the 4*Sea framework with added site-specific knowledge requirements. Committee members were encouraged to offer comments and suggestions on the work thus far.	ALL
4.3	AH raised the idea of holding Indoors sessions during the Winter – further discussion required.	
5	Trips	
5.1	JB was pleased that the recent Pembrokeshire trip had been successful, with various levels of experience from those attending.	
5.2	JB stated that she was waiting on some dates (of the L2LE project) from AH before sending out the next trips calendar.	JB / AH
5.3	A potential Jersey trip is under investigation, in collaboration with a local club.	JB
5.4	JB confirmed that she was happy to continue chasing Thames Leaders, managing the Doodle poll, and to assist with updating the Sign-up page.	JB
6	Safety	
6.1	In the absence of the Safety Officer nothing was discussed – although it was agreed that a review of current documents was required.	
7	PR / SOCIAL	
7.1	DK stated he was planning a Summer Social; potentially with a mid-week date.	DK
7.2	A provisional date of December 10 th was set for the Christmas Party.	
8	AOB	
8.1	IZ asked that JO add DK as an Admin to Word Press.	JO
8.2	AH suggested engaging the members to assist the committee in various roles, and whether there should be an obligation for members to state which roles they would be happy/interested to assist in now and then – perhaps add a field on the MemberMojo database?	JO
8.3	IZ to raise the issue of the missing Padlock with BBA.	IZ



Chelsea Kayak Club

8.4	The next meeting to be held around November.	
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