

# British Universities Lifesaving Clubs' Association

Minutes of the Annual General Meeting

Saturday 12<sup>th</sup> May 2012  
Loughborough University



## **In attendance:**

BULSCA Chair: Miles Johansen  
BULSCA Secretary: Stephanie Wilson  
BULSCA Treasurer: Suanne Wong  
BULSCA Club Development Officer: Alexander Blandford  
BULSCA Sport Development Officer: Chrissie Butcher  
BULSCA Webmaster: Oli Coleman  
BULSCA Championships Coordinator: Rachel Bigwood

London Universities: Shaun Dolby, Niamh O'Brien  
Loughborough University: Nicola Keenan, Chris Cox  
University of Birmingham: James Newbon, Luke Peel  
University of Bristol: Cathy Baldwin, Ben Lang  
University of Cambridge: Thomas Watling  
University of Nottingham: Mark McCorquodale, Dan Harris  
University of Plymouth: Alex Tyas  
University of Southampton: Danni Burton, Adam Proudly,  
University of St Andrews: David Brown, Teddy Woodhouse  
University of Warwick: Elizabeth Buckingham-Jeffery, Michael Kirkham

RLSS representatives:

Youth Advisor to the Management Board: Chris Harper

Observers:

Chris Finneran (University of Southampton)  
Ella Hunt (University of St Andrews)  
Zak Jelley (University of Southampton)  
Sam O'Connor (University of Birmingham)

Miles called the meeting to order at 9.47

## **1. Apologies**

Sport Development Officer

## **2. Approval of previous minutes**

Vote 2.1 Chair proposed accepting minutes. Loughborough (Keenan) second

For: 10

Against: 0

Abstain: 0

Minutes accepted.

## **3. Matters arising**

Action 14.1.1 Stu Richardson to finish writing SERC setters' guidelines.

Not done.

Vote 3.1. Webmaster proposed to scratch item. Nottingham (McCorquodale) seconded.

For: 3

Against: 4

Abstain: 3

Stu Richardson still to update guidelines.

Club Development Officer suggests giving this duty to the Judges' Panel.

**Action 3.1 Judges' Panel to finish writing SERC setters' guidelines.**

Action 7.1. Clubs to email Webmaster with proposed dates.

Done

Action 7.2 Webmaster to create an online database

Done

Action 11.1.1 Club Development Officer to clarify rules on submitting SERCs.

Not done

**Action 3.2 Secretary to clarify rules regarding submitting SERCs to include committee.**

Action 11.2.1 Webmaster to put Plymouth competition on the website

Done

Action 11.4.1 Webmaster to change the name of ULU Lifesaving to London Universities on the BULSCA website.

Done

Action 11.5.1 Secretary to create facebook group.

Done. Can be found as 'BULSCA (British Universities Lifesaving Clubs' Association)'

Action 11.6.1 Nicola Keenan (Loughborough) to create BULSCA naked calendar.

Not done. To be discussed later

Action 11.7.1. David Brown to send updated descriptions to the Webmaster.

Done

Action 11.7.2. Webmaster to then update these on the BULSCA website.

Not done.

**Action 3.3 Webmaster to update email list descriptions on the BULSCA website.**

## **4. Officer reports**

### **4.1. Chair**

As tabled

BUCS have changed their criteria:

BULSCA would require 6 teams from each English area to compete or 300 competitors at nationals

Webmaster clarified how far away we are - 156 at nationals, not all students

Club development officer is optimistic.

Chair not so much.

### **4.2. Secretary**

As tabled

Asked BULSCA members to stop sending articles straight to the Lifesavers magazine, and asked them to instead go through the BULSCA secretary.

Luke Peel apologized on behalf of Birmingham.

Secretary clarified that she still really appreciated the articles and wanted to thank all clubs that had sent her or the magazine ones.

### **4.3 Treasurer**

As tabled

Great we got profit

Mostly down to Championships coordinator

BULSCA still waiting for a few hundred pounds

Finishing with around 1300

Might be able to pay deposit for Champs next year.

St Andrews (Woodhouse) asked for money problems

Treasurer stated Swansea haven't paid BULSCA and haven't paid Birmingham.

### **4.4. Club development officer**

Has emailed all the clubs to check which ones no longer exist and couldn't get through to any of the clubs apart from the ones that turned up to competitions and were generally known to BULSCA. Stated the others could be removed.

#### **Action 4.4.1 Webmaster to remove non-active clubs**

### **4.7 Sport Development Officer**

Text was read out by Mark McCorquodale (Nottingham) for the Sport

development officer who could not attend.

Stated that she had enjoyed her role and updated all rules.

#### **4.6 Webmaster**

BULSCA have our own results section on the RLSS website

BULSCA mentioned on RLSS twitter as well

Suggests members register to the mailing lists with their personal email addresses as well as their official ones.

Stated that BULSCA had received more visits from apple products than blackberries, and 64 visits from iPads.

Furthermore the site had been accessed from Kazakhstan.

Webmaster has changed score sheet so you can highlight all of your clubs results. Asked if there were any questions.

St Andrews (Woodhouse) asked whether the website could be made more userfriendly.

Webmaster stated yes, and they could have a chat for him to see what people found difficult. Also suggested that club committee members should learn about the website at committee handover.

St Andrews stated that a search box would be useful.

#### **Action 4.6.1 Webmaster to update BULSCA website with a search box.**

#### **4.7 Championships Coordinator.**

As tabled.

Webmaster stated that he had found the trophy last night.

Championships Coordinator stated that she had located the missing gate and was going to get them back to River House.

#### **Action 4.7.1 Rachel Bigwood to return gates to Riverhouse.**

Recommends Bath to be used again for champs.

#### **5. Vote Upon Items 6 or 7**

Decided to vote on the items with some discussion.

#### **6. Creation of Welfare Officer**

Vote 6.1 Loughborough (Keenan) proposed the creation of welfare officer to be accepted. St Andrews (Woodhouse) second.

For 7  
Against: 0  
Abstain: 3

Motion passed.

## **7. Formation of an Oxbridge Team in the BULSCA League**

Nottingham (McCorquodale) ask if their membership increase in the future is the plan long term to split up again.

Cambridge (Watling) state that they only go to few comps even if membership has grown so would probably stay united to allow them to bring a team to every competition.

Birmingham would like to stop the creation of super teams

Club development officer says it's in the rules, doesn't need to be voted on.

Wilson (London) point out that by that definition they would be considered a super team.

Vote 7.1 Chair proposes voting for the creation of an Oxbridge team.  
Loughborough (Keenan) second.

For 8  
Against 1  
Abstain 1

Motion passed

**Action 7.1. Webmaster to update on BULSCA website.**

## **8. Previous Competition Attendance for Champs**

Keenan outlines

St Andrews (Brown) - pinnacle of the year - don't exclude the best!

Keenan – happy for them to attend, just not count for the league

St Andrews (Brown)

- don't punish the whole squad
- don't disadvantage small clubs
- can't have a consistent team for the rest of the league as would have to rotate their squad

Webmaster

- easier to promote and get new people for a whole weekend comp
- teams taking swimmers will plummet on the Sunday anyway

- how would you keep track anyway?

Keenan – unsure about that

St Andrews (Woodhouse) – could amend the proposal?

Nottingham (McCorquodale) – club wouldn't actually plummet as only the top two teams count on the Sunday, so a squad could just enter four great swimmers

Club development officer

- but this could encourage speed swimmers to get them into BULSCA
- not a BULSCA decision but up to individual clubs and their internal policies

St Andrews (Woodhouse) would like to propose an amendment to the proposal:

- 1 - championships competitors must have previously competed in a lifesaving competition under BULSCA or RLSS rules
- 2 - exception for students abroad if they've competed in the last 4 years
- 3 - to compete on Saturday you have to compete on Sunday

Webmaster states that 3 already happens

Secretary doubts this and is backed up by Championships coordinator. There is no such rule in place at the moment

Championships coordinator - comment about international is fair but says just overall in the last four years

St Andrews (Woodhouse) says but then they can just keep going to speed

Keenan just says competed before

Kirkham – will we be able to apply this?

Keenan – keep a register?

Webmaster - could just create and enter my own competition to meet the criteria then

Championships coordinator

- hard enough to get awards proved already
- no point bringing it in if we can't implement it

St Andrews

- can we enter the names on the BULSCA entry system for normal competitions
- with two days after to amend

McCorquodale - has no proof from RLSS for any of the competitions he has been at

Chair – can anyone come up with a way to police this?

Stunned silence.

Vote 8.1 Club development officer proposes that this is kept as a general discussion topic with feedback at the general meeting in December. Chair second.

For: 4

Against: 6

Abstain: 0

Motion rejected

## **9. Restructuring of BULSCA committee**

Webmaster outlines proposal.

Club development officer – hasn't been emailed by any clubs throughout the year for help.

Webmaster

- the numbers of competitors have gone down despite development officers
- haven't done anything
- actually just individuals pushing clubs

Nottingham (McCorquodale)

- is this just to get the numbers up
  - can you stand for more than one position
- (yes)

Secretary

- development officers do have roles but these aren't well defined
- in the current season the TA course was organised by the club development officer, whereas in the previous season this had been done by the sports development officer

Chair - there is not enough finance

Club development officer

- agrees
- can't really do anything without finance or hearing from the clubs

Webmaster accepts amendment to include a combined development officer

Steve Tedds – can we add welfare into the same role?

Birmingham (Peel) point out this is a very large role then

London (Dolby) suggests the roles are kept separately but as discussed

previously, the same person can nominate themselves for both roles

Vote. 9.1 Club development officer proposes to accept combined role of development officer. Secretary second

For 10

Against 0

Abstain 0

Motion passed.

### **Action 9.1 Secretary to change constitution**

St Andrews (Woodhouse) - this is reflecting current roles rather than future

Webmaster – members' names and online lists are online

St Andrews (Woodhouse)

- can we keep an external list

- secretary should be able to do this

- wants to keep current list of members and emails with secretary

Vote 9.2. St Andrews (Woodhouse) propose to keep the role of keeping the current list of members and emails with secretary. Secretary second.

For: 6

Against: 1

Abstain: 3

Motion passed

Vote 9.3 Chair proposes to accept the rest of the proposal. Secretary second.

For: 8

Against: 0

Abstain: 2

Motion passed.

### **Action 9.2 Secretary to update constitution**

## **10. Feedback from judges**

James Newbon outlines proposal

Club development officer - to be loaded online or actual paper mark sheet?

Newbon - give the paper

Nottingham (McCorquodale)

- would take too long

- also differences between judges opening them up to protests

Webmaster

- judges marks are not appealable
- would be a lot of work
- not easy to define hat marks are given for
- would have to post to teams

Newbon - only teams keen enough to turn up to get it should get the feedback

Chair - only need to give feedback if odd score given

Championships coordinator

- that's a bit ambiguous
- understand and makes a lot of sense but hard to give an evaluation from a judges POV
- SERC setter used to give feedback overall at results

London (Dolby) - write a report with feedback?

Webmaster

- just verbal
- takes a lot time to write

Chris Harper - can't we just let head judge send out email rather than verbal so it goes to training rather than competitors

Vote 10.1 Chair proposes that the head judge sends out an email with general feedback after competitions so that it goes to those training the clubs. Loughborough (Keenan) second.

For: 0

Against: 7

Abstain: 3

Proposal rejected.

Chair

- brief report from head judge in document on the BULSCA website?
- 100 or so words

Club development officer - can't we do it verbally?

Newbon accepts amendment

Responsibility of the competition organisers - if judges are leaving get it off them proposes

Vote 10.2 Chair proposes that the head judge gives brief general feedback on SERC performance after each competition. Secretary second

For: 10  
Against: 0  
Abstain: 0

## **11. Leaving Water After Races**

James Newbon outlines his proposal

Nottingham (McCorquodale) - not the same protesting mechanism in place

Steve Tedds

- so many people annoyed about why they were DQed
- actually saved time
- in the past asked to stay this

Chair - keeping them in a holding area for champs?

Nottingham (Harris) - would still have to talk to the judges why they were DQed so preventing start

Newbon - not doing it to save time but rather not keep up people

Secretary - shouting over at small competitions not really audible

Chris Harper - club representative could get called to scorer place

Webmaster - logistically no

Southampton - get the swimmers out of the water to somewhere

Club development officer

- it works as it is
- why do want to change it

Newbon - petty rule

Vote 11.1 Loughborough (Keenan) proposes competitors can leave the water after their races. Nottingham (McCorquodale) second.

For: 1  
Against: 8  
Abstain: 1

Motion rejected

## **12. Champs Warm-Up**

Sam O'Connor outlines his proposal.

Nottingham (McCorquodale) - is our current standard good enough for making this a benefit?

O'Connor - but we are aiming for high levels

Club development officer

- good idea but champs already expensive.
- are clubs willing to pay more for warm-up?

O'Connor - one fifteen minute warm-up at the beginning of the day

Treasurer says that would be fine.

Southampton

- it is essential.
- think about the welfare of your swimmers.

Club development officer - benefit would be lost anyway

O'Connor – but not psychological benefit

Vote 12.1 Chair proposes a 15-minute warm-up at the beginning of the National Championships. Secretary second.

For: 9

Against: 0

Abstain: 1

## **13. Competition Calendar**

### **13.1 Freshers' Competition**

Nominations: Southampton, Warwick

Southampton:

Outlined benefits as in proposal

Warwick:

Outlined benefits as in proposal

Chris Harper – questions welfare issues as Warwick have traditionally based their social around a drinking event.

Warwick - social doesn't need to be as always

Webmaster - will you have it like that?

Warwick - don't have to do that but yes plan is for circles

Birmingham (O'Connor) - extra event?

Warwick - gates as traditional for Freshers' competition

Secretary – are people on the committee experienced as well?

Southampton – yes, everyone who ran the competition last year is still on the committee this year

Vote 13.1.1 Chair proposes voting for Freshers' competition. Loughborough (Keenan) second

Southampton: 7

Warwick: 2

RON: 1

Abstain: 0

Southampton is rewarded Freshers' competition.

It is pointed out that Southampton did not submit their proposal in time which clubs were not aware of at the time of voting.

Vote 13.1.2 Club development officer proposes re-voting for Freshers' competition bearing this in mind. Loughborough (Keenan) second.

For: 5

Against: 5

Abstain: 0

Chair decides that the vote will not be repeated and Southampton will keep their competition.

## **13.2 Other competitions in the calendar**

13.2.1 Warwick on the 10<sup>th</sup> November 2012

For: 10

Against: 0

Abstain: 0

Warwick are to host their competition on the 10<sup>th</sup> November.

13.2.2. Bristol 24<sup>th</sup> November 2012

Nottingham (McCorquodale) – will you have different food?

Bristol – yes

Club development officer is concerned about potential loss looking at the finance sheet

Bristol – fine

For: 9  
Against: 0  
Abstain: 1

Championships coordinator points out calendar is not ideal

Discussion with Warwick saying they could do earlier dates

Vote 13.2.1 Chair proposes scratching all previous decisions on competitions, creating a competition calendar initially and then re-voting. Secretary second.

For: 10  
Against: 0  
Abstain: 0

General discussion.

Warwick to host Freshers competition on 27<sup>th</sup> October 2012

For: 8  
Against: 0  
Abstain: 2

Southampton on 3<sup>rd</sup> November 2012

For: 10  
Against: 0  
Abstain: 0

Bristol on 17<sup>th</sup> November 2012

For: 10  
Against: 0  
Abstain: 0

London on 1<sup>st</sup> December 2012

For: 10  
Against: 0  
Abstain: 0

Birmingham on 9<sup>th</sup> February 2013

For: 10  
Against: 0  
Abstain: 0

St. Andrews on 16th February 2013

Birmingham - complain about distance

St Andrews (Woodhouse) - they have kept costs very low to subsidize

For: 9  
Against: 0  
Abstain: 1

Loughborough on 11<sup>th</sup> May 2013

For: 8  
Against: 0  
Abstain: 2

Champs on 16<sup>th</sup>/17<sup>th</sup> March 2013

It was decided by committee to drop Nottingham due to date clash and late submission

Plymouth and Nottingham encouraged to submit a date later in the year

**Action 13.2.1 Plymouth and Nottingham to email BULSCA committee with proposed dates.**

## **14. New committee**

### **14.1 Chair**

Nominations: Ella Hunt

Ella Hunt gives a speech

- graduate
- has been captain and held a variety of other roles of responsibility
- has had roles of responsibility in RLSS as well
- would like to encourage greater involvement
- also would like to increase joy in lifesaving for everyone
- would like to set up alumni network
- work closer with RLSS
- will try to work on sponsorship
- very enthusiastic

Webmaster - problem as she will not be a student. Would involve a constitutional change. How about allowing graduates to be on the committee for one year after graduation (i.e. can be elected if they graduated within the last twelve weeks)

Loughborough - their constitution states that if no student runs for a position, that means a non-student can.

Club development officer - would like to combine: first choice student and graduated in last year, second choice non-student

Championships coordinator - thinks enthusiasm is much more important

Ella Hunt - so far has traditionally been an 'older' person in chair

Vote 14.1.1 Championships coordinator proposes that a person can stand for a committee position if they are a current student or have graduated within the last twelve months. St Andrews (Brown) second.

For: 10

Against: 0

Abstain: 0

Motion passed.

Now questions can be aimed at Ella Hunt as candidate

St Andrews - how will you help promote lifesaving nationally?

Ella Hunt – will be good at this as has got a very varied background through St Andrews

Vote 14.1.2 Voting for new BULSCA Chair

Ella Hunt: 10

RON: 0

Abstain: 0

Ella Hunt is the new BULSCA Chair

## **14.2. Secretary**

Nominations: Mark McCorquodale, Alexander Blandford

Mark Mc Coquodale

- has done lifesaving for 10 - 12 years
- has links to non-BULSCA club as well
- was captain for Nottingham last year
- also did all comp entries - on top of organising
- coach for next year, so only one training session, thus less responsibility and more time to devote to BULSCA role
- has been to every single comp since starting uni
- has an outsider and insider POV
- will be in his third year out of four years in his degree

Alexander Blandford

- current club development officer
- very different candidate
- doesn't think club development officer was his perfect role
- very in to BULSCA
- very enthusiastic
- highly involved
- graduated but still has been to every competition
- doesn't have links to RLSS
- but secretarial experience
- what he does for his job is taking minutes
- highlight of his BULSCA year was organising the TA course

- loves organising
- getting t-shirts etc.
- is getting totally excited about this
- still plans on coming to every competition next year
- vote for him

#### Questions

St Andrews - how do you feel taking on this authority given the recent update?

Blandford - would be really keen to take on some roles of development officer and other admin roles

McCorquodale - doesn't have the experience in BULSCA of what can be done, but in Nottingham has taken on a lot of responsibilities and roles that do not fall into his remit

Championships Coordinator - have to be at chair's constant beck and call - would you be happy to check emails immediately – referring to slight delay in replying from Blandford

Blandford - yes! Problems with the current emails have been due to the emails going to the wrong email address. Was much better as soon as he changed it to his work email. Sits on his pc all day. doesn't have exam periods

McCorquodale - student so he has free periods. has been very prompt with his replies. confirmed by others

Steve Tedds asks are you willing to go for another position.

Secretary states that this question is not fair. Question dropped.

Vote 14.2.1 Vote on new BULSCA secretary.

Alexander Blandford: 4

Mark McCorquodale: 6

RON: 0

Abstain: 0

Mark McCorquodale is the new BULSCA secretary.

### **14.3. Treasurer**

Nominations: Alexander Blandford

Alexander Blandford

- happy to do this if no one else wants this
- works as a banker so this is like his current job
- he will do the work
- will still take on other roles
- really wants to do the judges course

Vote 14.3. 1 Vote on new BULSCA treasurer.

Alexander Blandford: 10

RON: 0

Abstain: 0

#### **1.4 Development officer**

Nominations: Nicola Keenan

Nicola Keenan

- glad the roles are being combined as couldn't decide
- has been chair of Loughborough
- has links with RLSS
- went to Iceland on an international exchange
- wants to expand international links and develop
- doesn't know how to share all her knowledge
- also wants to work with developing Oxbridge
- link in with different teams
- wants to point out that there are other things to get involved with apart from competing
- will let Alexander Blandford do the judges course
- would like to have naked calendar

Questions

St Andrews (Brown) – will she introduce BULSCA onesies?

Keenan - love them but doesn't want to make them compulsory as then she wouldn't be special

Vote 14.4.1 Vote on new BULSCA Development officer

Nicola Keenan: 9

RON: 1

Abstain: 0

Nicola Keenan is the new BULSCA development officer.

#### **14.5 Webmaster**

Nominations: Oli Coleman

Oli Coleman:

- genuinely enjoys doing the website
- enjoy sthe spread sheets
- won't be graphical interfaces as there is a lot of back ground work
- Steve Tedds did all of his by hand for champs
- will spend most of next year updating it

St Andrews (Woodhouse) - can you implement things

Coleman - yes

Secretary - can other people get into the website if something were to happen to him as he is the only person who has been working on it for years

Coleman – yes

Vote 14.5.1 Vote on new BULSCA Webmaster

Oli Coleman: 9

RON: 1

Abstain: 0

#### **14.6 Championships Coordinator**

Nominations: David Brown

David Brown:

- those that came to St Andrews competition experienced his organisational skills - went well
- basically the same but on a bigger scale
- learnt a lot from that and will try to apply that
- will try to do as well as Rachel Bigwood
- not very good at delegating
- next year would be my 8th year of BULSCA lifesaving
- his PhD write-up will be after champs

useful tip from Steve Tedds:

go to speeds and shadow Elaine

Vote 14.6.1 Vote on new Championships coordinator

David Brown: 10

RON: 0

Abstain: 0

David Brown is the new BULSCA championships coordinator.

### **15. AOB**

15.1. St Andrews would like clubs to submit their proposed dates for the general meeting in December.

**Action 15.1.1 Secretary to ask clubs to submit proposed dates when sending out the invites to the general meeting**

15.2 St Andrews would like to clarify whether wireless items such as iPods and laptops are allowed in isolation.

It is confirmed that they are not and clubs will police this strictly at their competitions.

15.3 Steve Tedds would like to point out from the judges' panel

- people aren't submitting SERCs early enough or replying quickly enough

- if it is not submitted early enough we would like to pull it within the week
- this is something they have already been officially allowed to do, but they will now start enforcing it

15.4 Stu Ward is no longer willing to be in the judges' panel next year

- judges' panel would like to suggest Matt Sedgwick
- he will be able to take on the role but only temporarily as he is very busy

**Action 15.4.1 Judges' Panel to provide another candidate at the general meeting.**

15.5 Championships coordinator would like sponsorship to be an actual role for someone

**Action 15.5.1 Treasurer to help find sponsorship for Champs**

15.6 Championships coordinator proposes the BULSCA committee provide a date for freshers' competition and clubs then bid for that. Loughborough (Keenan) second.

For: 9

Against: 0

Abstain: 1

**Action 15.6.1 BULSCA committee to come up with date for Freshers' competition and publicise it well before the general meeting.**

15.7 Southampton raise that welfare officer was not actually appointed.

Nominations: Dan Harris

Dan Harris appointed by committee

**Action 15.7.1 Dan Harris to take RLSS welfare course**

**Action 15.7.2 Chris Harper to send Dan Harris the new updated RLSS welfare guidelines**

**Action 15.7.3 Dan Harris to read guidelines.**

## **16. Date of next meeting**

Decided to be held as usual on the morning of London competition on the 1<sup>st</sup> of December 2012.

**Chair closes meeting at 13:29**