



British Universities Lifesaving Clubs' Association

Meeting 7

Date: 16/02/2017

Time: 19.00

Location: Skype

Present: Jamie Shone, Rob Forster, Hannah Smallwood, Harry Withers, Emily Goodwin

Apologies: Luke Peel, India Pollard

Agenda Item 1: Boot camp

Presenter: Emily

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| Discussion | Emily said that last year the Boot Camp was over two days. However she felt it was better if it was not in the holidays due to availability and also because the end of the summer is too late to implement much of the advice given. There are not many options due to Easter and exams so she thinks the best date would be the Sunday after Loughborough comp. She said it would be for no more than three people per club, preferably those on committee as well as coaches of community teams. Emily points out that the judge's course is on at the same time but judging by the low attendance at the last course the risk is low. Emily said that she will send out a poll to get information on what people are interested in finding out but she is planning on including a vision for the next three years, recruitment, RLSS, SERCs and coaching and pool sessions. The committee suggested she emails the people who presented last time as well as the RLSS to get some ideas. It was also suggested that potential new clubs such as Leeds should be invited as well. It was also suggested that information on Freshers fair and finance could be included. |
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| Conclusion | Emily will organise a boot camp for after Loughborough if clubs are available to attend. |
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| Action Point | Action Description | Person Responsible | Deadline |
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Agenda Item 2: Honours committee

Presenter: Jamie

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| Discussion | It has been suggested that an honours committee if formed from BULSCA committee, such as the chair and club development officer, and older members who have done work in with the RLSS. The committee will chose people who should be recognised by the RLSS for the time they have given and work they have done and put them forward for RLSS awards. The applications are then reviewed. All agree this is a good idea and should go ahead. |
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| Conclusion | An honours committee will be formed to nominate candidates for RLSS awards. |
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| Action Point | Action Description | Person Responsible | Deadline |
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| Jamie | Lease and choose people to form a committee. | | |

| Agenda Item 3: Medical advisor | | | |
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| Presenter: Jamie | | | |
| Discussion | Jamie said he thought the role was all sorted but it turns out they have no defined responsibilities etc. Jamie and the committee agree there would be a lot of work to define their role and it looks good on paper but in practice it is more challenging. Their role would be to help writers and judges. Harry points out that although this would be good, because people haven't been efficient at sending SERCs to the judges panel adding in an extra step could delay the processing of SERCs even further. It was also pointed out that we follow RLSS guidelines which the judge's panel are familiar with and not medical guidelines. It was agreed that to make this work a lot of time and work would be needed and it is not the highest priority. Jamie also said that it took them a year to communicate with the chair, he will investigate more but for the moment it is on hold. | | |
| Conclusion | Bristol has been moved but Sheffield have still not decided on a date. | | |
| Action Point | Action Description | Person Responsible | Deadline |
| | | Jamie | |

| Agenda Item 4: Welfare officers | | | |
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| Presenter: Jamie | | | |
| Discussion | Jamie explains that it is up to the committee to elect new welfare officers. The current officers are Chris and Rachael. We shall put it out to the BULSCA community and see who comes forward. | | |
| Conclusion | We shall open applications for new BULSCA welfare officers. | | |
| Action Point | Action Description | Person Responsible | Deadline |
| 4.1 | Post on facebook and email out to inform people that we are accepting applications | Jamie | |



| Agenda Item 5: Mailing list | | | |
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| Presenter: Jamie | | | |
| Discussion | In April Oli Colman will turn off the current mailing lists. There are plenty of companies or apps that we can use to do the same thing. Oli has the list and Harry knows how to use Mail Chimp and knows how to set up templates as Birmingham use it. He also says that it is free. He will ask for lists. It was also agreed that everything on facebook should also be emailed out. | | |
| Conclusion | We will be getting a new email system in April | | |
| Action Point | Action Description | Person Responsible | Deadline |
| 5.1 | Get the mailing list and set up a mail chimp account | Harry | |

| Agenda Item 6: London Comp | | | |
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| Presenter: Jamie | | | |
| Discussion | The London Comp organisers are trying to gather as much information as possible for hosting their competition on 19 th March, they have a few firm judges and most clubs could take at least one team except Swansea. They are keen to go ahead and the chairs will vote on whether to make it a league counting competition in the next week. Sheffield have expressed worries as they don't know whether they would be able to travel there and back in one day. The committee also said that they are aware that people will have work or lectures in the morning so will need to get back. Bodies will also be tired and will have a late night with no social which is normally how they are encouraged to come along. Judges might also be a problem and if it is non-counting many people will not turn up. Overall the committee have many worries about the comp but will see how the chairs vote. | | |
| Conclusion | London comp may go ahead on the 19 th March | | |
| Action Point | Action Description | Person Responsible | Deadline |
| 6.1 | Arrange for clubs to vote on whether comp will be league counting | Jamie | |
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Agenda Item 7: GM actions

Presenter: All

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| Discussion | Rob will update the financial policy and the mailing list will be used as well as the facebook page. Rob will be ordering an overall speeds trophy ASAP. Jamie also pointed out that if people have a problem with the committee and what we are doing they should contact us personally and not publicly in the GM. Jamie will email out to make people aware of this. Rob will also change the words on the go fund me page in response to feedback. We will also aim to find someone to do/shadow the scoring at 2018 champs, Harry will message Scott as it was mentioned that he might be interested. |
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| Conclusion | |
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| Action Point | Action Description | Person Responsible | Deadline |
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| 7.1 | Email regarding contacting the committee with problem | Jamie | |
| 7.2 | Buy a trophy and change the go fund me page | Rob | |
| 7.3 | Message Scott regarding scoring for Champs 2018 | Harry | |

Agenda Item 5: Club development plans

Presenter: Emily

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| Discussion | Emily suggested that club development plans, which Loughborough have, could be implemented to the BULSCA committee to make handovers easier. It would explain who does what and outlines targets, Rob agrees with the idea. Emily will show clubs how to do one in a workshop at the boot camp without using Loughborough's recourses. All think it's a good idea and Emily will start it at some point before the AGM. |
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| Conclusion | Will aim to implement club development plans |
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| Action Point | Action Description | Person Responsible | Deadline |
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