

06/01/19 BULSCA COMMITTEE MEETING AGENDA

Meeting Information

Objective:

Date:	06/01/2019	Location:	Skype
Time:	16:00	Chair:	Jared Wray
Called By:	Jared Wray	Taking Minutes:	Michael Kirkham

Attendees: Jared Wray, Michael Kirkham, Ben Holloway, Sophie Priddis, Hannah Smallwood, Conor Ingham

Apologies: Tom Sharp, Joshua Hale

Preparation for Meeting

Please Read: Previous minutes and email from Tom Sharp

Please Bring: Your charming smiles

ACTION AND AGENDA ITEMS

<i>Action Items from Previous meeting</i>	<i>Responsible</i>	<i>Due Date</i>
1. Send previous minutes to be published on website	Michael Kirkham and Sophie Priddis	ASAP
2. Personal Bios to Sophie: send profile pictures	Tom Sharp, Ben Holloway	ASAP
3. Keep track of BULSCA spending directly from membership fees to see if increase is needed in future	Ben Holloway	Ongoing
4. Investigate Club2020 where possible	Hannah Smallwood	Ongoing
5. Work with Luke Peel and Jared Wray to create new competition entry system, integrated with BULSCA website	Conor Ingham	Ongoing
6. Upload competition deadline document to website	Sophie Priddis	08/12/2018
7. Teach Sophie how to upload competition deadline document to website	Conor Ingham	07/12/2018
8. Find a suitable candidate for second welfare officer	Jared Wray	ASAP
9. Distribute the name and	Jared Wray	ASAP

responsibility of newly appointed welfare officer		
10. Clear out unnecessary files on committee dropbox (be sure to archive old but important things)	Jared Wray	Ongoing
11. Publish 2018 AGM minutes to website	Jared Wray, Sophie Priddis	ASAP
12. Publicise how BULSCA scoresheet works using document detailing this	Sophie Priddis, Jared Wray	ASAP
13. Talk to BULSCA members about functionality of scoresheet and what they want to improve	Hannah Smallwood	Ongoing
14. Organise and inform head referees about a SERC feedback summary	Hannah Smallwood	Ongoing
15. Organise Survive & Save instructor course	Michael Kirkham/Hannah Smallwood	Ongoing
16. Book room for mid-season GM	Michael Kirkham	ASAP
17. Make a poll on Facebook to gather concerns about potential RLSS arrangements with BULSCA	Jared Wray	Done
18. Fill that ^ in	BULSCA committee	ASAP
19. Get in touch with Matt Quimby regarding Speeds Series	Jared Wray	ASAP

Agenda Items	Outline	Presenter	Time Allotted (mins)
1. Approve previous minutes	Confirm that the previous minutes are accurate and ready to publish.	Michael Kirkham	10
2. Review previous minutes	Review previous action points and progress made	Jared Wray/Michael Kirkham	30
3. Oliver Coleman as champs scorer	Review the email sent by Oli and discuss/approve costs	Tom (absent)	10
4. RLSS meeting	Discuss thoughts on upcoming meeting	Jared	10
AoB			

OTHER NOTES OR INFORMATION

None

06/01/19 BULSCA COMMITTEE MEETING MINUTES

Action Points	Responsible	Due Date
1. Publish minutes of previous meeting to website	Michael K & Sophie P	ASAP
2. Send information to Sophie for website	Tom S & Ben H	ASAP
3. Keep track of BULSCA spending directly from membership fees to see if increase is needed in future	Ben Holloway	Ongoing
4. Investigate Club2020 where possible	Hannah Smallwood	Ongoing
5. Work with Luke Peel and Jared Wray to create new competition entry system, integrated with BULSCA website	Conor Ingham	Ongoing
6. Upload competition deadline document to website	Sophie Priddis	09/02/2018
7. Teach Sophie P how to upload things to the website	Conor I	ASAP
8. Find a suitable candidate for second welfare officer	Jared Wray	ASAP
9. Distribute the name and responsibility of newly appointed welfare officer	Jared Wray	ASAP
10. Clear out unnecessary files on committee dropbox (be sure to archive old but important things)	Jared Wray	Ongoing
11. Publicise how BULSCA scoresheet works using document detailing this (send to mailing lists)	Sophie P & Jared W	ASAP
12. Organise and inform head referees about a SERC feedback summary	Hannah S	Ongoing
13. Organise Survive & Save instructor course	Michael K & Hannah S	Ongoing
14. Talk to Matt Quimby about Speed series (waiting on response)	Jared W	Ongoing
15. Communicate to competition host clubs, get information required by competition manual	Jared W & Conor I	ASAP
16. Check printing costs for the previous two years of champs and how much printing is needed (ask Oli and previous champs officers)	Ben H	ASAP
17. Meet with RLSS to discuss our relationship	Jared W, Ben H and Michael K	29/01/2019
18. Write committee role progress for this year and send to Michael	All	31/01/2019
19. Publicise BJP open position	Jared W, Sophie P	ASAP
20. Publicise BULSCA awards	Jared W, Sophie P	ASAP

Agenda Item	Summary of discussion	Action points
Welcome	Tom, Ben, Hannah, absent. Hannah computer problems?	
Michael finally finishes		

the agenda		
2. Previous meeting minutes	<ol style="list-style-type: none"> 1. Michael - send PDF of previous minutes to Sophie 2. Send things to Sophie? Haven't 3. Ongoing 4. Ongoing - no progress 5. Ongoing -slight progress 6. Upload competition deadline document - no 7. Teach Sophie to upload things to website -no 8. Welfare officer No.2? - No 9. Welfare officer info distributed - No 10. Clear out unnecessary files on committee dropbox (be sure to archive old but important things) 11. Publish 2018 AGM minutes - Yes 12. Publicise how BULSCA scoresheet works using document detailing this - on website not sent 13. Talk to BULSCA members about functionality of scoresheet and what they want to improve - no useful feedback, Many don't look 14. Organise and inform head referees about a SERC feedback summary - no. By next comp? 15. Organise Survive & Save instructor course <ol style="list-style-type: none"> a. Ongoing - Hannah book pool b. Michael - do stuff 16. Book room for mid-season GM - Done 17. Make a poll on Facebook to gather concerns about potential RLSS arrangements with BULSCA - Done 18. Fill that ^ in -Not done, but too late 19. Get in touch with Matt Quimby regarding Speeds Series Have, not heard back 	
	<p>Details arising from discussion:</p> <ol style="list-style-type: none"> a. Need clubs to send in competition information as required in competition manual b. Brum hasn't sent any required information c. Bristol SERC deets lost somewhere on website? d. Need SERC document details from all 	
3. Oliver Coleman	<p>See email from Oli Coleman Everyone: seems reasonable, pretty usual prices Jared: Only worry, can't afford to pay transport for all officials, but the scorer is a special case. It's a demanding job with few other options. Mileage will be roughly £80. Not unreasonable, but still paying someone to come to champs. Oli is very experienced and a good scorer, specialised skills. Just covering his costs. Can have people assisting him learn about scoring</p>	<p>-Ben: check printing costs for previous two years champs and how much printing is needed (ask Oli and previous champs officers)</p>

	<p>for next year. Vote: pay Oliver Coleman's travel expenses at 22.5p per mile 5 in favour, none against, no abstentions</p> <p>Conditional on Oli's costings being checked by Ben (see action): Vote on: Pay printing costs Oli suggests (£50 for first 500 pages £30 per 500 pages after that). 5 in favour, none against, no abstentions</p>	
4.	<p>RLSS meeting: Having another meetings to discuss options for BULSCA and insurance. Service level agreement or become a branch (BULSCA) Jared: Michael and Ben please attend with me to minute and discuss. Want to have it done by GM so can announce/discuss/ vote on with clubs.</p>	Jared: Communicate with Ben
5. General meeting progress	<p>Deadline for submission is Tuesday 29th, meeting to discuss on Wednesday 30th. Meet at 8pm to discuss it.</p>	
6. General meeting planning	<p>Committee proposals for GM? Jared: RLSS discussion Possibility of set entry closure deadline for BULSCA comps? Jared: Don't need it to be a rule Conor: Teams pulling out after entry deadline closed and messing things up. Michael: They're still liable for entry fees. Hannah: as in constitution Jared: don't need to change rules, just make sure it's included on entry form.</p> <p>Michael: can still submit action forms as individual, not committee</p> <p>Need to write committee member speeches for the GM.</p>	<p>All members need update for committee speech at GM. Achieved so far and goals for the rest of the year.</p>
Publicise	<p>Judges panel opening. Welfare officer BULSCA awards (for end of year)</p>	Publicise these things
AoB	<p>Hannah: Have Soton found a wet SERC setter? Jared: Not AFAIK. Will get in touch.</p> <p>Next meeting: Wednesday 30th. Meet at 8pm to discuss GM proposals.</p>	