

**Rowporty Committee Meeting
Wednesday 13th February 2019
Margaret's house**

Present: Emily (Chair), Pam (finance), Margaret (Minutes), Mhairi, Michael A (Bosuns), Malcolm

Apologies: Fraser, Michael R, Catherine

Approval of previous minutes: Committee approved Minutes.

ACTION: Malcolm to post on website.

Incidents & Accidents:

Michael Allsop reported - Saturday 2nd February - forecast was for NW gusts later in the morning. First boat went out at 8. Wind changed suddenly and a decision was made to come in to shore nearer to swimming baths as sea state became difficult.

Lesson is that it is possible to land at various points along the shore if necessary and circumstances dictate. **You don't have to reach the Beach House if there is a safer landing place nearer to where you are. Stay close to the shore when winds are offshore.**

ACTION: Ali to deliver coxing and navigation skills in March.

Michael A to draft an incident report

Finance Report -

Pam - £34.13 petty cash, £1646.57 main account. £1272 spent on new oars, £816.50 on boat maintenance, £1309 taken in £1 coins from the jar since September.

Bosuns Report:

Michael A reports - good progress on Icebreaker. It's been a lot of work but help from many people. Sanding of inside is nearly finished. Hoping to fit new seat rests at weekend ready for painting. Some repairs needed under foot rests (which have been removed). Some damp got in between plywood which has thankfully been caught in time. This has meant more work but further damage has been avoided. Michael trialling new design for footrests. Hoping to finish Icebreaker by end March. New rouths and pins needed and also for Jenny S. Michael has ordered wood for these. Lots of help will be needed for painting and varnishing.

Workshop energy costs:

ACTION: Margaret and Bosuns to work out energy use and adjust payment as necessary.

Trustees report, new Trustees:

ACTION Emily to contact Catherine about Trustees.

Membership management subgroup Report:

The subgroup has developed and published a robust procedure, which gives newcomers one trial row without joining Rowporty, after which they need to join PSKC and can use Spond to sign up for rows subject to certain criteria. (Newcomers can join PSKC without a trial row). Newcomers are being directed to Pam who lets Margaret/Sunday Rota maker know.

Michael and Catherine are acting as interim membership managers as they have admin rights within PSKC and Spond

Actions from last meeting;

Clarify & post Committee members -

ACTION: Emily to Contact present Committee Members to get confirmation that they wish to continue in post before next Committee Meeting. Malcolm will publish when confirmations /resignations received.

Transfer of rowporty.org.uk ownership to Malcolm - Patsy has transferred ownership to Malcolm.

Committee minutes posted on website - Malcolm will do this after approval by Committee

Link from PSKC to rowporty.org.uk - this has been actioned by Jez (PSKC) at Malcolm's request.

Web & Documents:

Several handbooks (Rowporty Handbook, Health and Safety Guide and Coxing Guide) have been on the Rowporty website since 2014 and need to be updated. Malcolm now has original word source documents from Sean but would prefer to cut and paste to create focussed web pages rather than rewrite the guides in their present format as Handbooks.

ACTION - Mhairi will create a rowing guide reusing the existing material as appropriate to produce a web page.

Malcolm will publish coxing guide

Malcolm to send a test incident report via PSKC website. In the meantime, in the Cox's Guide, we will refer to both the SCRA incident reporting form and the PSKC incident reporting web page.

Rowporty Social:

We are up to 31 attendees. Hall is booked. More details to follow with task list. BYOB and food to share.

Regattas:

We will flag up some Regattas to attend at the Rowporty Social Evening. In the meantime people are encouraged to look at the SCRA website to identify some to attend.

ACTION: Pam and Margaret to select a few and promote

Social media profile:

Malcolm suggests reviewing the Rowporty Facebook sites to streamline.

ACTION: Michael Reville to report/update at next meeting.

Election of Committee and convenor

ACTION: Emily and Margaret to word a statement re forming a new committee and getting new members.

AOB

Emily reminded us of the PSKC AGM at the Beach House 19th February 7pm

Date and venue of next meeting

Tuesday 12th March 7.30pm at Margaret's House