



## MINUTES – Monthly Committee Meetings

<b>Date/Time</b>	<b>14 April 2008 @ 9.30pm</b>
<b>Location</b>	The Flyboat Inn, Aspley
<b>Committee Members Present</b>	Jill Pickup (Chair), Helen Briggs (Membership Secretary), Dave Colley (Diving Officer), Andy Briggs (Equipment Officer), Ray Dawson (Training Officer), Matt Corder (Welfare Officer), Ian Pilkington (Secretary), Stuart Davies, Vince Murrell (Ordinary Members),
<b>Committee Members Apologies</b>	Richard Frank, Sarah Churchman (Treasurer)
<b>Other Members Present</b>	Colin Murrell, Andy Wood

<b>Item</b>	<b>Minute</b>	<b>Who</b>
<b>1</b>	<b>Minutes Of The Last Meeting (10 March)</b> Accepted	
<b>2</b>	<b>Matters Arising</b> None	
<b>3</b>	<b>Action From The Last Meeting</b> AB to contact all compressor operatives after current training (Monday 14 & 21 April) to reinforce regulations re: lone working, etc.  Lifeguard rota now in place.	
<b>4</b>	<b>Agenda Items Raised By Members of The Committee</b>  None received.	
<b>5</b>	<b>Diving Officer's Report</b>  Some dive sheets still outstanding. Need all dive sheets after club dives. Also, planned time to surface needs to be completed prior to dive so that Dive Managers can implement emergency procedures if necessary. All members to be encouraged to fill in this column.  Need to encourage trips to different dive sites including coastal waters so that a full range of experiences is open to members.	
<b>6</b>	<b>Training Officer's Report</b>  Both Sports and Ocean Diver training currently active with new OD training to begin 21.4.08. SD to do theory for this.	
<b>7</b>	<b>Membership Secretary</b>  No change from last meeting but Octopush numbers are falling.	

Item	Minute	Who
8	<b>Treasurer's Report</b> Nothing to report.	
9	<b>Equipment Officer's Report</b> No kit has needed repair/servicing since last meeting.  Compressor training taking place on the 14 & 21 April with 10 volunteers.	
10	<b>Welfare Officer Report</b> Lifeguard forms from JP & RF to send.	
11 a	<b>A.O.B.</b> <b>Scout Try Dives</b> Brenda Pearson has asked if the scouts group she is involved with would be able to have a group Try Dive. As the age of the group would be under the club training limit of 14, we need to establish situation re: liability and H&S.  JP stated that if it was possible the Honley Scout Group would also be interested.  AB & HB thought that this would have a good publicity spin off and could raise Octopush membership.  Committee generally in favour but more info. required re: liability, etc. Regional Coach to be contacted.	RD

Item	Minute	Who
<b>B</b>	<p><b>Further Profile-Raising Activities Events</b></p> <p>DC suggested that the club could undertake a canal clean up to generate publicity. H&amp;S concerns meant that this was not thought to be practicable. General feeling was that some publicity event should be planned for the coming months. <u>To be discussed further at the next meeting.</u></p> <p>SD asked if the club could be part of any council-organised events. It was explained that the Sports Centre is a trust and not part of the council activities but that the local press would promote and events that we planned.</p> <p><b>Banners/Flyers/Posters</b></p> <p>DC pointed out that the Halifax SAC had a banner promoting themselves at Halifax Pool. It was felt that this could be suitable for our club and that they were not expensive. <u>To be discussed further at the next meeting.</u></p> <p>Flyers and posters in venues other than the Sports Centre could also raise the club's profile. These could be produced by Stewart Leahy. IP said that he could produce camera-ready copy at home which we could get printed but would need some guidance on content, etc. <u>It was asked that members consider content &amp; IP would produce some mock-ups for the next meeting.</u></p>	<b>IP &amp; ALL</b>
<b>c</b>	<p><b>Membership Secretary Cover</b></p> <p>HB asked for volunteers to cover her duties in the imminent future. She explained that the collection and counting of the money was the main activity but that Karl Hemming would be willing to pay it into the bank as he worked in Huddersfield. SD was to consider the money collection.</p> <p>It was suggested that the 'Front of House' role at the desk could be put on a rota similar to lifeguard and compressor. This was agreed.</p>	<b>SD</b>

**Summary items for next meeting:**

- Further discussion of publicity events
- Further discussion/action re: banners
- Info for flyers to IP prior to meeting (at least by 5.5.08) + IP to produce mock-ups of promotional flyers.