

BASOC Board Meeting

Monday 16 October 2023, 6.30 pm – 8.30 pm, on Teams.

Present: Clare Kemsley (CK) (Chair), Mehmet Karatay (MK) (Treasurer), Suzanne Anderson (SA) (Secretary), Jo Cumming (JoC), Lynne Walker (LW); Jane Chisholm (JCh)

Apologies: Hilary Quick (HQ)

Item	Detail	Action
1	Apologies Apologies received from Hilary Quick	
2	Chair Opening Remarks The Chair welcomed all to the meeting	
3	Minutes of the last meetings <ul style="list-style-type: none"> The Minutes of the last meeting were accepted. There were no issues arising from the previous minutes. 	
4	<p>Events The written update provided by HQ was reviewed.</p> <p>Past Events</p> <ul style="list-style-type: none"> Club Event 23 Sep <ul style="list-style-type: none"> ➤ The Chair thanked all those involved in putting on the event and in particular Laura Holland (Planner), Jo Cumming (Organiser and also for advertising the event widely) and Hilary Quick (Computing) ➤ The event was applauded as a success. Positive feedback provided in HQ's email was noted. ➤ LW acknowledged need to update Nethy map. ➤ Advertisement of event. JoC confirmed that she had: emailed all Scottish clubs; put posters in Boat of Garten post office; Community notice boards (Nethy, Grantown); Aviemore Sports Centre; Newtonmore Co-Op; Deshar primary school; Nethy primary school. SA also emailed Active Schools Coordinator and uploaded details to the Cairngorms Whats On site (note events need to be uploaded prior to 7th of month in order to be printed in the Whats On leaflet). ➤ The event raised nearly £500. MK raised concern about disparity between monies received and expected income from entries. Difficulty arises when events are run using a Google Form and then payment in cash or BACS as Treasurer cannot match these up. Especially difficult when entrants do not use an appropriate reference for BACS. MK to discuss with HQ. 	MK/HQ

<ul style="list-style-type: none"> ➤ There was discussion on using SI entries for events and even though there was an extra cost, it was felt using SI entries simplifies the entry process for participants and simplifies accounting and computing. As an immediate decision was needed it was agreed to use SI entries for NNC 1 and JCh agreed to liaise with HQ. However, regarding using SI Entries as the norm, the Board agreed to wait to make a final decision until HQ, as Events Co-Ordinator, had been consulted. CK agreed to discuss with HQ. ➤ LW confirmed that none of the unaffiliated entrants had signed up for BASOC eNews. 	<p>JCh/HQ CK/HQ</p>
<p>Upcoming Events</p>	
<ul style="list-style-type: none"> • NNC (at Ellan Wood 29 Nov) <ul style="list-style-type: none"> ➤ HQ provided a written update. Board agreed to suggested entry fees (£8/4, £10/5 +£1 for EON), start times (18:00-18:45 hrs), course closure times (20:00 hrs). These to apply for both NNC ➤ Although Google Form has already been created for entries, the Board recommended that SI Entries be used in line with above discussion. JCh to contact HQ and then set up entries on SI Entries. ➤ JCh agreed to do computing on the night (for Ellan Wood) and upload results to BASOC website and send by email to series coordinator. She will need a login for the BASOC website. LW to confirm with Paul Frost that he can provide the login to JCh. No decision yet on computing for Golf Course event. ➤ Board suggested that HQ upload Route Gadget data as JCh said she was unable to do this. ➤ LW agreed to marshal Start (for both events) ➤ Format confirmed as Long, Short and Score. ➤ LW will do Risk Assessment for both NNCs. She also agreed to be nominated First Aider. ➤ JoC proposed providing tea/coffee/cake for the NNC at Carrbridge. She agreed to organise. ➤ Board agreed that as hall is being used maps for Long/Short/Score should be given out in the hall. Long/Short maps will need to be taped closed. There will need to be a sign informing participants to go to hall to collect maps. ➤ For Spey Valley Golf Club event LW confirmed that planner (Janette) will get authorisation. ➤ Board decided no additional organiser required. 	<p>JCh/HQ</p> <p>JCh/LW</p> <p>HQ LW</p> <p>LW JoC</p> <p>JCh</p>
<ul style="list-style-type: none"> • Club Champs <ul style="list-style-type: none"> ➤ Format to be Score with Mass Start. HQ to confirm that Andy Llewellyn is setting this as a course. ➤ Concern expressed about timings due to daylight. Board agreed to bring forward AGM to run 12:00-13:00 hrs to ensure meeting finished in time to start Club Champs. SA to confirm Boat of Garten Hall is available for earlier time (post-meeting note: hall is available for AGM to start at 12). No change to proposed timings for Club Champs (Registration from 13:30 hrs, Start at 14:00 hrs). 	<p>HQ</p> <p>SA</p>

	<ul style="list-style-type: none"> ➤ JoC to liaise with Andy Llewellyn to ensure access for all events is agreed. ➤ Board agreed Entry on Day was an appropriate format and that BASOC should cover members' fees. Non-members to be charged £4/2 to cover levy/map costs. ➤ Social afterwards to be held in the main hall. Participants to be invited to bring cake/refreshments. JoC agreed to organise tea/coffee. SA informed Board that noise needs to be kept to a minimum in kitchen and common areas due to DVLA written tests being conducted in small hall that day. ➤ Board was unsure of the format for FVO courses that Andy Llewellyn is also planning on the area that day. <ul style="list-style-type: none"> • Boxing Day event (26 December). <ul style="list-style-type: none"> ➤ Board agreed to run an event on 26 December. To be offered as an informal activity (no BOF levy) using Church Wood and Episcopal Hall. LW to come up with activity plan and book hall. • Northern Urban League (NUL). <ul style="list-style-type: none"> ➤ Agreed that event in May was suitable. HQ to approach Callum Scott to see if he would plan this and inform LW to deconflict with normal Tue=O. ➤ HQ requested to liaise with series organiser over day (Tue or Wed) ideally ensuring it was on the same day of the week as other events. • SOL 24 <ul style="list-style-type: none"> ➤ JoC confirmed she had passed the map to HQ. HQ to confirm with LW which areas need updating. ➤ Event still needs an organiser. Janette was suggested. HQ requested to make initial approach. 	<p>JoC</p> <p>LW</p> <p>HQ, LW</p> <p>HQ</p> <p>HQ</p>
5	<p>Tues=O / Training</p> <ul style="list-style-type: none"> • LW provided a written update which was circulated to Board members. • LW reported that the course that was set at Uath Lochans had been extremely well used by BASOC and external users (Forth Valley, Interlopers, Glenmore Lodge) 	
6	<p>Communications</p> <ul style="list-style-type: none"> • Next eNews will go out early November. 	
7	<p>Finance</p> <ul style="list-style-type: none"> • MK provided an update on club finances. The club is in a good position. • Board agreed to funding for Gemma Karatay attending VHI event (£50). • Gift Aid to be set up. MK to liaise with SA. 	<p>MK/SA</p>

	<ul style="list-style-type: none"> • JoC queried whether INT had paid for use of Loch Vaa. JoC confirmed after the meeting that this had now been paid. 	
8	Computing <ul style="list-style-type: none"> • Discussion regarding BASOC members who could potentially help with computing. 	
9	Mapping <ul style="list-style-type: none"> • LW provided a written update. 	
10	Safeguarding <ul style="list-style-type: none"> • No issues were reported. 	HQ
11	AOB <ol style="list-style-type: none"> 1. Membership Categories. Board reviewed the email regarding changes to membership categories and fees. It was agreed that the Board were not in a position to make a decision until the SOA EGM had taken place (30 Oct). It was also noted that any changes to membership categories or fees should be raised at the AGM as an issue affecting all members. 2. In response to query from HQ re Honorary Members, Board noted that BASOC has no Honorary Members. 3. Club Affiliations return. SA to complete return by 27 Oct. 4. AGM Prep. SA provided an update on preparation for the AGM. She will circulate the calling notice to all members in early November. 	SA
12	Date of Next Meeting <ul style="list-style-type: none"> • Meeting schedule for 2023. Suggested dates: <ul style="list-style-type: none"> ○ 9 December (AGM) • Note: the Board decided there was no need for a Board meeting on 27 November. Any Board issues to be circulated to members out of committee. 	