**EckO Committee Meeting – 23/03/18**

**Present:-** Jan Kersel, Ross Lilley, Andy Dale, Andrea Lines, Carol Burnapp, John McLuckie, Alan Partridge

**Apologies:-** Susannah Macmillan

**1. Minutes from 25/01/18**

Proposed - Jan Kersel

 Seconded - Andrea Lines

 **Matters arising:**

 The Compass sport heat held at Beecraigs was attended by a few members of EckO and everyone managed to complete their course.

**2. Glencruitten feedback**

This was an excellent event which was well attended and John produced a great map. John is happy to carry on updating the map and again it was suggested that Mossfield should be at used for start/download as parking would be much easier. JM

**3. Event Safety Workshop**

Ross explained a bit about what this workshop entailed as it was asked if it could be completed on-line. However, it is a workshop where discussion about various scenario is important.

 Ross suggested that it could be completed in an evening and will suggest a date RL

**4.** **First Aid Course**:

 Carol was querying whether it is necessary to send more people on a first aid course as we already have six with the qualification and at a local event we only need to provide a first aid kit.

 Four/five people have indicated that they would like to do a first aid course.

**5. Spring Series**

 Andy has registered all the events with the SOA and Alan has put them on the website

 Ganavan - We are offering a yellow, orange and green course for Ganavan and planning is in progress. CB/ JK

 Andrea and Jan to advertise on posters AL/ JK

 Andy says the Dunstaffnage map needs some updating

 Tralee - Jan to ask Dave Bleazard if he would work with John for planning the event. JK

 Oban - Oban Sprint, Jan and Ross to organize training for juniors RL/JK

 Fearnoch - Jan to send planner information to Finlo. JK

 Inverawe - Alan has offered to mentor Jim and Diane with the planning of this event AP

**6. Mapping**

It was agreed to form a sub-committee for mapping - RL, JM, AP, AD

 Alan will arrange a suitable date for the committee to meet in the near future AP

 Jan thought that Strone Hill would be an ideal area for training

 Ross would like and area of beech wood around Portsonachan to be considered

 Coille-nathais to be re-mapped as a matter of priority if it is to be used for our SOL in 2019 - liaise with Clyde over this - ? apply for an SOA grant

**7. Part-time development officer/ Sarah Dunn**

Ross gave a break down of the meeting that was held with Sarah on 13/02/18

 During the meeting ways of moving the club forward were discussed and it was suggested that the club could focus on informal activity sessions, including some training sessions rather than running formal activities to reduce the need for so much manpower and time commitments.

 We could explore some of the ideas eg maprun app

 Club Development Officer:

 In order for this post to be successfully implemented and managed it would need the involvement of Stramash/ Active Schools and Ecko. EckO could not take on this responsibility singlehandidly as a club for several reasons including manpower and time management.

 Next steps: Arrange a meeting between EckO, Stramash, Active Schools and Sarah RL/AP

 Jan to email Sarah with the results of the discussion JK

* **8. Development Plan**
* Kate happy to relinquish her role as Junior development officer. EckO would like to thank Kate for all her input and enthusiasm over the last few years. Susannah will take over this responsibility. Jan will send Susannah a copy of the development plan. JK
* Carol and Jan have agreed to formulate electronic/ hard copy of organiser and planners documents to assist any EckO organisers and planners when organising or planning an event. CB/JK
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* **9. Club Publicity Officer**
* John McLuckie is happy to take on this role. JM
* **10. West Coast Review**
* Eilidh Shearer wrote a very interesting article for the West Coast review extolling the virtues of orienteering from the point of view of an elite athlete and as a family sport.
* **11.** **AGM update**
* AGM successful and date for next one confirmed.
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* **12. World Orienteering Day**
* Carol to register this on WOD site to get pack for Inverawe CB
* Fiona is helping - Alan has volunteered to mentor the Mailers who are planning/organising the event. AP
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* **13.** **British Orienteering Champs parking / EckO input update**
* Awaiting information
* **14.** **Clothing update**
* Jan updated everybody and informed the committee that the clothing is on the way. Twelve hoodies were ordered and there will possibly be a new order going in at the end of April.
* **15. Treasurer update**
* Carol has received an ABCD (Argyll Beats Cardiovascular Disease) grant for £1620.00.
* She has written to thank them for their very generous award. Andy is awaiting feedback from SI regarding appropriate numbers for the new SI units and then will order the new fibreglass stakes and holders. We wil try to recognise ABCD with logo in some way and invite members for a photo shoot and publicity when we receive the equipment.
* We also received money from the Six Days - £545.20. Jan will email Andy with a breakdown of the money.
* EckO are very grateful to June Bleazard who has agreed to audit the accounts.
* Carol informed the committee that the Card reader used for accessing the TSB on-line bank account will be redundant in April. Alan and Jan will need to download an App on their smart phones.
* **16.** **Coaching TD5 update**
* Jan has contacted Hilary. Hilary replied with a number of dates and Alan has formulated form which was sent out to the members who had previously committed to the training.
* Awaiting reply and to be confirmed asap.
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* **17. OLI update**
* Stramash felt that just holding a one day event for schools orienteering was not justified and would like to see some training and progression within the schools prior to the event. This would need liaison and commitment between EckO, Stramash and Active Schools. OLI could be discussed during the meeting to be organised to discuss the development officer. It was agreed to put OLI on hold until then. AP
* **18. SOL 2019 update**
* Paul Caban to be contacted asap - Coille Nathais - Autumn AP
* **19. Junior Rep - Susannah**

 As Junior Rep Susannah had a number of queries which the committee discussed:-

* *As junior rep I would plan to communicate with junior members via e mail . Could I have a list of junior members e mails but don’t want to send out to entire club .*
* *(Obviously I would copy you and Alan in on anything I sent out via email. )*
* After discussion, it was felt that all juniors should be communicated to via their parents. Susannah should send out an email to general membership which clearly indicates that the email is for Juniors and their parents
* *Would it be possible for me to upload reports to junior section of website?*
* Yes, Susannah can upload reports to the Junior section and should contact Alan if not sure how to go about this.
* *Could I also post to the Facebook page?*
* Yes, Susannah can upload to facebook but Ross needs put named people on for the process of updating.
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* *I still haven’t received my Club PVG - Hilary was looking into this but could Andrea chase it up?*
* Andrea has confirmed that she has sent Susannah’s form off and is unsure as to why Susannah has not yet received her PVG. Susannah should contact Sarah Hobbs (SOA) with regards to this and she can put her in touch with the right person to deal with this.
* *I would like to do First aid course.*
* This has been noted and Susannah’s name has been added to the list.
* *Relays - plan to get teams together for British and Scottish.*
* *I think I would have to pay for the entries online - unless there is a Club Card I can use ??*
* *I can do this but I would like to be paid back by the club straight away . Then everyone can play the club back at their leisure!*
* *One more thing regarding relays .*
* *In the past the club has subsidised juniors running in adult teams which we often do with low numbers .*
* *Would this be something the club will do again ?*
* *Relay entries for British Champs is 4th May and would aim to do Scottish for then too*

The club would pay for the relays by BACS transfer and money would then be collected by Susannah. If a junior runs in adult team, then the club will subsidise the junior.

Information about the relays should be sent to all members.

* **20. Club Liability /duty of care & General Data Protection Regulation (GDPR)**
* We will await SOA’s input and take action according to their advice.
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* **21. Fill in Scottish Orienteering & the SOA 2018**
* We discussed the questionnaire and filled it in as appropriate
* **AOB/Matters arising**
* Ross attended a Level B Controller’s Course. The Club will pay for this and Carol awaiting an invoice
* Carol is worried that we are not asking for enough information at events for non-SOA/BOF members. Carol and Alan will look at the current form and adapt it. CB/ AP
* What does Alan do with the mailing list? - It was decided to keep an active members list and a newsletter list for people who are no longer active within the club.
* Risk assessments - where are they stored? - event file

 **Next meeting**

 Next meeting: Thursday 3/05/18 7pm Jan’s House

Meeting closed at 21.30