FOURTH COMMITTEE MEETING, THIRTY FIFTH YEAR

7.30pm, Wednesday 16 March 2011, at 3 Charlton Grove, Roslin

Present: Tricia Alston, John Barrow, Pat Bartlett, Ken Daly, Ann Haley, Rachel Kirkland.

Apologies for absence were received from Colin Eades, Chris Galloway, Mark Haley and Anthony Squire.

1 Minutes of last Committee Meeting

The Minutes of the Meeting of 26 January 2011 were approved.

2 Matters Arising (Action Items)

- Ken had done some further work on formulating a Business Plan for the Club, but this was still incomplete.

  ACTION: Ken

- There had been no further progress on writing a potted history of the Club.

  ACTION: John

- Addition of Club details to Interløper maps was ongoing. It was felt that minimum textual information, such as the copyright date and the Club's website address, could be added immediately to all Club maps, without waiting for a suitably digitised form of the Club logo.

  ACTION: Colin

- Paul had bought new Start and Finish banners on the Club's behalf. It was noted that these were in the form of small wind sails (rather than the usual tree-to-tree rectangular form). Rachel pointed out that they did not have an eyelet incorporated to allow the attachment of a guyline.

  The purchase of a new tent was still to be organised.

- The University's FWTN events at Buckstone and Riccarton took place, with access permissions in force.

- Tricia mentioned that, although the Meadows pavilion had proved perfectly satisfactory for the 2010 party, she felt that we should try for the use of the Bowling Club near Pollock Halls for this year's occasion. The Meeting agreed.

  ACTION: Tricia

- Ken would discuss revised Training arrangements under the appropriate Agenda item.

- Although the January/February issue of "Score" had appeared more quickly than the previous issue, there were still several items in the Fixture List which were out of date. A draft letter to the SOA making this point, as well as some other issues, should still be considered.

  ACTION: Ken, John

- During his checking of the Craigmillar permanent course controls, John had been inadvertently using a map with a slightly different set of controls on. Hence his problems in not finding some of the permanent course markers. Once this had been realised, he had gone out again to check the correct locations, and had found most of the "missing" controls. In addition, Paul had advised that (together with Janet Clark) he had placed an order for some plates to replace missing ones. The upshot was that the permanent course was not in such a bad way as previously thought, and it was decided not to try to withdraw the map packs from the Ranger Centre.

- After he had discussed the issue with Pat (and obtained his agreement), John had contacted all other ESOA Clubs, and there was general acceptance of the plan to use the Interløpers bank account to handle the finances for the SOA Championships Weekend.
- John had prepared a draft Budget for the Weekend, although some items (notably Mapping) were unclear at this stage.
- Ken had provided Chris Huthwaite with a map of The Steils for the BAOC training exercise on 10 May. Chris was reluctant to accept non-Army personnel at this event, so the plans for inviting schools/Juniors, and the Club's Street-O series, were slightly revised.
- John had checked the deadline for applications to the Bertie & Elsie Ward fund, but discovered that it was 31 January. Hence consideration of an application to this fund for the World Schools Champs attendees was not practical, given this timescale.
- John reported that he had no up-to-date licence for the use of OCAD. There was no further news as to the status of the licence Graeme had acquired.
- There had been no progress with digitising the Club logo for inclusion on Club maps.

ACTION: Colin

- Colin had been in touch with Tim Brand, and Tim was happy for the Club to hold the proposed BBQ either on the beach in good weather, or in his house if not, at about 4pm on Friday 5 August, Day 5 of the 6-Day Event.
- Graham and Morag McIntyre had agreed to manage the bookings for the Training Weekend at Woodlands on 18-20 March.

3 Secretary's Report

Ken had nearly completed his Chairman's Report for inclusion in the Minutes of last year's AGM. He would send it to John in due course.

John confirmed that an e-mail received from a company called Elliott turned out to be genuine, and concerned the hire of toilets for the SOL at Dalrulzion. An invoice duly appeared in the post (closely followed by a duplicate a day later). John had given them to Pat for payment (after approval from Pat Squire).

John had obtained a Notice of Variation from the bank which, once completed, would provide Internet access to the Club's bank account. He handed it to Pat.

4 Treasurer's Report

In response to a letter from Matthew Murray and Matthew Galloway, the Meeting agreed to award each of them £50 to assist towards their expenses in attending the World Schools Championships in Italy in the Spring.

ACTION: Pat/John

Pat announced that he had finally received a copy of last year's accounts, signed by the Auditor, Ben Bate. This year, he hoped to have the accounts finalised, and formally audited, before the AGM. In that connection, he asked that claims for expenses for 2010/11 be submitted to him by the end of March.

ACTION: All

Pat asked about the Levy Return for the SOA Night Championships. John was able to confirm that Paul had attended to this, as well as the Mortonhall CATI. John printed off the relevant page from the BOF website for each event for Pat's records.

There was some discussion on the question of refunds for competitors who, for whatever reason, did not attend the event. Pat himself was not generally in favour of such refunds, on account of the inordinate amount of work required for relatively small sums of money. However, it was recognised that in some cases there was a genuine reason for agreeing to refunds (such as Ken's accompanying Heather Hartman to hospital during the SOA Night Champs, and hence foregoing his own run.)

Pat mentioned that there was a better than expected turn-out at the SOL at Dalrulzion (nearly 400 entries in total). The gross income totalled approx. £3500. However, this was offset by some significant outgoings, including the copyright fee, increased BOF levy, volunteers' expenses to the distant location, and payments/gifts to landowners. Pat only needed Robin's and Ken's expenses claims to be able to draw up final accounts for the event.

5 Events

5.1 SOA Night Championships - 19 February

Profuse thanks were offered to Ann, Graeme, Paul and all helpers for this event, which had 115 competitors (the most for any Night Champs in recent years). Considering that a month beforehand nothing was in place, it was a remarkable outcome.

5.2 SOL 2011 - 6 March

This event duly occurred, with nearly 400 entries in total. Thanks were due to Pat Squire and his team, as well as to Robin Galloway for his courses, and to Douglas Murray the Controller. It was remarked that we were lucky with the weather for the event; if scheduled for the following weekend, it would have had to be called off.

5.3 Spring CATIs

The Mortonhall CATI duly took place, but with a rather disappointing turn-out. (The ESOC event the previous Saturday attracted about 200 participants.) Thanks were due to Paul Caban and his helpers.

Arrangements for the Craigmillar event on 2 April were in hand. Ken asked people to consider offering to help on the day.

5.4 2011 SOA Relays - 29 May

The preferred venue of Torlum/Drummond Wood, near Drummond Castle, now had permissions in place. Roger Scrutton had agreed to be Organiser. Dave Prentice was busy working on mapping, while Graeme Ackland would plan the courses.

5.5 Street-O Series 2011

Ken announced that five venues and dates had now been established. The first event would be on Wednesday 25 May, and the others would follow at fortnightly intervals. The proposed programme would consist of events (not necessarily in this order) at the Astley Ainslie, Gyle, Tranent, Comiston (excluding The Steils) and the Old Town.

ACTION: Ken

5.6 Oban 2011 6-Day Event - Day 4 - Torinturk - 4 August

Ken mentioned that he expected to be appointed Assistant Controller. Paul Caban and Graham McIntyre were the Planners and Ian Turner the Controller. Colin Eades was the Club's Day Organiser. All matters were in hand.

5.7 SoSOL Series 2011/12

It was planned to resurrect the cancelled Dechmont/Deans event from last December to serve as the Club's SoSOL in this Series. It would also incorporate the 2011 ESOA Championships, as well as the Interløpers Club Championships. All that was needed was a date, which John would solicit from Paul. (Subsequent to the Meeting, the date of 13 November 2011 was offered and chosen.) Ken would ask Oleg to see if he was happy to remain as Planner, and would seek other volunteers. The maps and courses were already available from the December event.

ACTION: John/Ken

5.8 New Year Fling

Ken was contemplating resurrecting his Loch Vaa event, although he wasn't sure if it might suffer from a World Championships embargo. He would ask the SOA.

ACTION: Ken

5.9 JK Sprint 2012

Ken reported that Ted Finch had been appointed Controller for this event. Ken had worked with Ted to agree the area to be mapped, in central Livingston. They had also worked with Colin Mathieson (SOA Professional Officer) to develop some permissions (very encouraging), but had more work to do. Ken added that the main volunteers would soon be required.

ACTION: Ken

5.10 SOL 2012

John mentioned that the SOA Fixtures Secretary had recently circulated Clubs, asking for bids for the 2012 SOL Series. After some discussion, the Meeting agreed that we should not make such a bid, given our other commitments.

5.11 Future Events

It was suggested that the SoSOL in the 2012/13 Series could be held at Gullane in the Autumn of 2012.

It was also suggested that the plan to extend the Norman's Law map be resurrected, and that the area could be used for a SOL in February 2013. The mapping work had been deferred until a fuller package of mapping work could be compiled, and therefore renewed effort should be made to identify additional areas to map.

6 Juniors

Ann reported that two further Junior training sessions had been announced; the first would be on 26 March at Yellowcraig, and the second on 7 May at a venue to be confirmed.

7 Mapping

A splendid new map of the Braids and Mortonhall had been prepared for the Night Championships by Kalvis Mihailovs.

Ken would contact Graham McIntyre for a progress report on his plans to update the map of Inch Park.

ACTION: Ken

Ken mentioned that Jon Musgrave had suggested that it would be wise to arrange for a significant project/package of maps to be undertaken at the same time, rather than piecemeal or one small project only.

8 Equipment

Ken had reminded Paul about the tent purchase, and would do so again.

ACTION: Ken

It was noted that Murray Strain would be borrowing the existing Club tent for the BUCS Championships.

The newly-acquired Event Paraphernalia had had its first outing, at the Mortonhall CATI and SOA Night Championships.

Ken reported that the O-tops had now arrived. There had been 51 in the provisional order, but 6 extra were added to the final order. He had brought some with him, and handed them out to those who had ordered them. An immediate impression was that they seemed to be quite a tight fit, and that it might be necessary to contemplate a further order of the larger sizes. As for prices, the order was subject to several discounts: Rick Houghton of CompassPoint had given a 10% discount to all Club members, as well as £75 towards Junior O-tops; Stephen Haley had been awarded £50 which the Club had agreed could be put towards Junior O-tops; Rick was also able to achieve a deal with Trimtex. Taking all this into account, Ken re-confirmed that the tops should sell at £30 for Seniors and £20 for Juniors.

Pat pointed out that there were still 5 of the old-style O-tops remaining. He suggested that they be advertised for sale in the next Newsletter at their valuation price of £15.

ACTION: Pat

9 Club Captain

Anthony would be asked to submit an entry for Club teams to the JK. He would also be asked for an update on this year's Jukola Relay. Finally, entries for the BOF and SOA Relays and CompassSport Cup should be submitted in due course.

ACTION: Anthony

10 Newsletter

Ann asked Ken to provide a Chairman's Chat for the next issue. She would also like other articles from volunteers. She hoped to produce this issue just before the JK.

John would provide a set of address labels for those members still receiving paper copies.

ACTION: John

11 Website

It was noted that the Club website had been updated quite a bit.

12 Socials

(This item was discussed first, since Tricia had to leave the Meeting early.)

Tricia reported on several social matters.

Colin Eades had been in touch with Tim Brand, who had indicated that Club members would be welcome to stage a BBQ on the Friday of this year's 6-Day Event, either on the beach near his house (in good weather), or in the house otherwise. Details would be placed on the website. It was suggested that some disposable BBQ kits should be purchased. Tricia and Colin to coordinate and advertise.

ACTION: Tricia/Colin

Tricia mentioned that she and Rob would not be attending the Training Weekend.

As for the Hallowe'en Party, she felt that the Bowling Club near the Pollock Halls might be a good change of venue, good as the Meadows pavilion was.

ACTION: Tricia

She had investigated the Paintball suggestion of the Junior reps, and it looked as if it might be more suitable for older Juniors (say 14 to 17). The session would last 2 hours, and would cost about £23 per person. She felt, and the Meeting agreed, that this was a bit pricey. A cheaper suggestion was ice skating, which should appeal to a wider age range. She asked if Mark and Chris could be informed about these sentiments, and Ann agreed to let them know.

ACTION: Ann

13 Training

Ken mentioned that, at least this winter, several factors affected the continuity of the training programme.

He wondered if in future winter seasons it might be an idea to decide on a fixed venue, such as Holyrood Park. As an aside, John suggested that this might make the choice of a pub to repair to afterwards a little more straightforward.

14 Marketing

(This item was discussed second, immediately after Socials, since Tricia had to leave the Meeting early.)

Tricia had spoken to Steve Barratt about the possibility of digitising the Club logo. She wondered if it existed in any OCAD form, but the feeling was that this was not the case.

John wondered if the logo of Parawanga Orienteers (from Canberra in Australia) had been digitised, and perhaps appeared on their website. A quick check on John's computer revealed nothing, but perhaps a more exhaustive search might turn up something. Tricia wondered if an approach to Parawanga with a view to setting up a "twinning" arrangement might be a good idea. Ken would contact Carol McNeill, who "obtained" the logo in the first place.

ACTION: Ken

(Subsequent to the Meeting, John identified the URL of the Parawanga website as http://www.act.orienteering.asn.au/clubs/parawanga)

Tricia pointed out that these issues ought to be included in the Club History, which John had offered to create. It was also suggested that some photos of members modelling old T-shirts and sweat shirts should be taken, with a view to inclusion in the History.

Tricia presented some examples of A4 pages which could serve as a letterhead or an event flyer, incorporating a title bar including the "running man" logo on the right-hand side (which she felt should be running "out" of the page, rather than "into" it). Hence the logo should be reversed, thus making it the same as the Parawanga one. The rest of the letterhead could incorporate a section of pictorial control descriptions together with a section of a typical Club map.

It was mentioned that we now had templates for the production of certificates. It was requested that both templates and certificates be in an easily usable format and available from the Club Secretary.

ACTION: Tricia

15 A.O.B.

- Ken mentioned that BOF were putting on some Event Safety and Welfare training courses (preparatory to the probable introduction of a formal requirement for Organisers to have obtained a qualification). He encouraged people to attend / train up.
- The date of the AGM was discussed. Thursday 23 June was suggested. Ann would try to find out if the upstairs cafe at King's Buildings was available.

ACTION: Ann

The next Committee Meeting would be held at 7.30pm on Thursday 19 May 2011 at 11 Wilton Road, Edinburgh.

N.B. After the Meeting, it was realised that this date clashed with an ESOA meeting which had been cunningly fixed for the same evening. Accordingly, the Committee's next meeting will now be on WEDNESDAY 18 MAY, at the same venue and time.

John and Jo were thanked for their hospitality.

The Meeting closed at 10.31. John Barrow – 23 March 2011