FIRST COMMITTEE MEETING, THIRTY SIXTH YEAR

7.30pm, Monday 26 September 2011, at 3 Charlton Grove, Roslin

Present: Tricia Alston, John Barrow, Pat Bartlett, Ken Daly, Colin Eades, Ann Haley, Rob Lee, Rachel Kirkland, Graham McIntyre (guest).

Apologies for absence were received from Chris Galloway.

1 Minutes of last Committee Meeting

The Minutes of the Meeting of 18 May 2011 were approved.

2 Matters Arising (Action Items)

- The creation of a Business Plan for the Club was still in hand.

ACTION: Ken

- There had been no further progress on writing a potted history of the Club. It was suggested that digging out some old photos would be worthwhile, and that a single paragraph would be useful for inclusion on the website.

ACTION: John

- The addition of Club details to Interløper maps was in hand.

ACTION: Colin

- A letter to the SOA on various matters had still to be drafted

ACTION: Ken, John

- The Club donations to Matthew Galloway and Matthew Murray had been made.
- John had provided a map (courtesy of Ken) for John Owen of Glenalmond College for their exercise in Edinburgh on 11 June. However, since then, no more had been heard. (Subsequent to the Meeting, a donation of £20 had been received from the College.)
- John had yet to ask Jane for advice on the creation and stocking of a First Aid Kit.

ACTION: John

- Some wine had been bought for Roger Scrutton to thank him for offering to be Organiser for the SOA Relays on 29 May.
- John had investigated the availability of the Craigmillar Woods Permanent Course map packs. However, the information on where to obtain them had yet to be put on the website.

ACTION: John

- The link to the Club website on the Friends of Braidburn Park website had been corrected.
- Rachel had been in touch with Richard Speirs, but he would not be available to help seek permissions for Norman's Law.

- John had written to his contact at Merchiston Castle School about mapping the school grounds. However, although the contact had passed on the request to appropriate staff, nothing further had been heard. It was rumoured that, in the midst of a School Inspection, this issue had been forgotten.
- Ken reported that a sub-Committee, chosen at the AGM, of himself, Graham McIntyre, Tricia and Robin Galloway, had recently met to discuss the future of the Club website. More details appear under the Website heading.
- Tricia reported that there had been little response to her request for interest in obtaining buffs in Club colours. Consequently, it was decided to drop the idea.
- The Annual General Meeting arrangements had been made, and proved very successful.

3 Secretary's Report

John handed Pat some receipts for expenses on permanent course material which Paul had submitted.

He then summarised the finances for the Scottish Championships in May. These had only recently been finalised, and resulted in a very small surplus (of £24.44) which had been returned to the ESOA. He handed the file of paid invoices to Pat. Ken thanked John for his efforts in managing the finances for these Championships.

Two items in the recent late-September issue of the SOA Newsletter (distributed by Hilary) were mentioned. One was a deadline for application for Coaches Awards, and the other was a similar deadline for applications to the SOA Development Fund. Both dates were 1 October.

There followed a short discussion on what the Club might apply for in such a Development Grant. Ann would put together an application.

ACTION: Ann

John mentioned the forthcoming BOF Club/Association Conference, being held on 15 October. Now that the Agenda had been published, there was little enthusiasm among the Committee to volunteer to attend the Conference.

John would communicate the details of the availability of the Craigmillar Woods permanent course map packs to Graham for inclusion on the website. (Action already flagged in Matters Arising.)

Someone mentioned that there might be an error or two in some telephone numbers on the Club Directory. John asked for any errors to be made known to him.

ACTION: the rest of the Committee

4 Treasurer's Report

Pat expressed some concern about the expected level of operating surplus for the current year. The only events which would bring any income to the Club would be the Street-O series and the ESOA/Club Championships at Dechmont/Deans. There would be some money from the 6-Day distribution, but the usual level of this money was not large. As referred to above, there will be no distribution from the Scottish Championships.

As a consequence, it was quite possible that the Year would see a deficit. It might be prudent to set the entry fees for Dechmont/Deans a little higher than normal. There would need to be some belt-tightening, in the form of subsidies for Relay entries and any training weekend.

A Year-by-Year investigation of any correlation between Entry Fee income and Surplus/Deficit might be interesting. Ken asked Pat to check the last couple of years, and report to the next Meeting.

ACTION: Pat

5 Events

Ken expressed the thanks of the Club to all lead volunteers and helpers at the Scottish Championships, the Street-O Series and the Club's day at the 6-Days.

5.1 2011 ESOA/Club Championships - 6 November 2011

The main officials for this event, held over after postponement for bad weather from last December, had all agreed to resume their responsibilities, viz. Oleg Chepelin, Graeme Ackland and Paul Caban. After some discussion, it was agreed to go with the entry fees on Graeme's draft flyer, viz. £7 and £3. John would confirm this with Graeme.

ACTION: John

5.2 A "Big Weekend"

There was some discussion on Ken's idea of a "Big Weekend", along the lines of the Tinto Twin. It was felt that there would be a lot to be gained from staging such an event, to consist of, say, a Middle Distance or a Night event on the Saturday, followed by perhaps a Street-O on the Sunday. It might be possible to obtain sponsorship for this, perhaps from a company such as Silva UK.

5.3 SoSOL 2011/12

After some discussion, including the issues referred to in the Treasurer's Report about potential low entry fee income, it was suggested that the Club try to put on a SoSOL in February/March, probably at Riccarton. John would ask Paul if a date could be identified.

ACTION: John

5.4 JK 2012

Nothing to report.

5.5 CATIs

Paul would put on a CATI at Cammo on 26 November.

5.6 SOL

It was still intended to apply for a date in February/March 2013 to stage a SOL on the hopefully-extended map of Norman's Law.

It may also be possible to go for a date in late 2012 at another venue.

Possible dates should be sought from Paul

ACTION: John

6 Mapping

It was still planned to extend the map of Norman's Law, possibly with help from any available grants. It was noted that we still needed to find out details of the relevant landowners.

7 Equipment

It was noted that a pole in the new tent had broken recently, and a replacement would be needed.

8 Club Captain

Rob reported that a team had taken part in the 8-Person Relay on 28 August at Mugdock. He needed reimbursement for the entry fees.

He mentioned that the entries for the CompassSport Trophy Final had to be in by 16 October. The Final would take place at Longshaw in the Peak District. The Club would pay the entry fees.

There would be no further Relay entries needed during 2011/12, since they were all taking place in the 2012/13 financial year.

9 Juniors

Ann reported that ESOA Junior Training sessions had resumed after the summer break, with the first one at Corstorphine Hill on 24 September.

There was some discussion about the event record cards issued by some Clubs to Juniors, based on ESOA templates. Both ESOC and ELO issue these cards to their Juniors, and it was suggested that Interløpers should do the same. It was thought that there may be further information on the ESOA website. Ann mentioned that Juniors may still work towards qualifying for badges under the SOA scheme.

Subsequent to the Meeting, a specific web page dealing with Awards and Incentives was discovered, published by the National Centre, at
http://www.scottish-orienteering.org/documents/natcen/incentive_awards.pdf

10 Newsletter

Ann asked for articles and reports for the next issue, with a deadline of 5 October. She was hoping for a report from Graeme on the Bob Graham Round. She thought an article from Graham about the 6-Days from a Planner's perspective would be interesting, as well as his forthcoming participation in the Loch Ness Marathon.

11 Website

As mentioned earlier, the sub-Committee of Ken, Tricia, Graham and Robin had met to discuss the future management of the website. They discussed three main areas: multi-access to update the site, an upgrade to the appearance of the main page, and identification of good areas from other Clubs' sites. Graham explained that the hosting of the site was not really an issue - whereever it was hosted, there were many ways of arranging multi-access.

It was accepted that there was a need for an Archive section, to place older items of news and results, as well as an Events page. There should also be links to other events/fixtures pages, e.g. ESOA and BOF.

It was felt that the Home page should be a single page, without any need for scrolling. It should contains links to Basic Orienteering, Club Info, News, Events, Results, Juniors, Areas (with sample maps), Marketing, and Permanent Courses. It needed to look "busy", and to be kept up-to-date. Graham offered to set up a structure (using Google), and would set up login access for some selected people.

There was some discussion over what kind of image the site should be fostering. It was agreed that there should be emphasis on the Family nature of the Club and the enjoyment factor, as well as its Elite strength. It was suggested that a suitable photograph be chosen for the front page, showing people.

Ann suggested that we could use photos taken at the 6-Days by Chris Spencer. Ken added that a credit would have to be added. It was felt that currently not much was made of the "Super Stars" of the Club, and perhaps an appropriate photo could be found to show some of them. It was also agreed that a Club Reporter be identified, to provide news of events. It was suggested that Murray might be willing to write elite report, and a main Reporter would have to be a very regular orienteer.

Graham agreed to create the Google pages by mid October, and circulate them to key individuals for population by the end of October 2011.

It was recommended that the aim should be to go live with the new website by the turn of the year.

12 Socials

Tricia announced that a Hallowe'en Party would take place at 12 Dryden Place on Friday 28 October. Jane would be asked if she could set up a short O course.

There was some discussion about any events around Christmas. Did we want an event, or perhaps a party? The weekend of 17/18 December would seem the most appropriate, but decisions would need to be made soon, since people's diaries tended to fill up quickly at that time of the year.

13 Marketing

Tricia reported that she had revised the templates for publicity materials. All the documents were now in Word format.

14 Training

Ken announced that the Club's training programme would need to be revised to accommodate EUOC's FWTN programme.

15 A.O.B.

- Graham mentioned how much he'd enjoyed the Training Weekend, and commented on the quality of Woodlands as a venue. He realised, however, that it imposed some restrictions on available areas, and that there might be other venues which would bring other locations into the frame, e.g. Deeside. He offered to organise a future Training Weekend.
- Ann reported that Graeme Ackland had produced a map of Firrhill School grounds, and that it would be good to make use of it, possibly for a Street-O next year.
- It was suggested that information about Event Record Cards for Juniors be posted on the website.
- Ann mentioned the Edinburgh Open Doors programme, held the previous weekend at many locations throughout the City. One venue had been King's Buildings House, where a basic poster prepared jointly with EUOC was on display. Unfortunately, it didn't prove possible to man the site for the entire weekend.

The next Committee Meeting would be held at 7.30pm on Wednesday 16 November 2011 at 34 Queen Margaret Close, Edinburgh

Ken expressed the thanks of the Meeting to John and Jo for their hospitality.

The Meeting closed at 10.15. John Barrow – 8 November 2011