	Committee Meeting minutes	Date of meeting 03/06/19	Open Points list		
	Committe members				
	Helen Williams (HW), ,Ralph Evans (RE),, Ken Pinfield (KP), Steve Ryder (SR), Keith Stevens (KS),Kevin Powell (KP), Julian Smith (JS),				
	PRESENT RWE HW SR Kpow Kpin	Linda Tucker, Dan Harris (Dragon Boats)			
	APPOLOGIES KS JS				
	Minutes from meeting 03/06/19 Proposed SR seconded KPow				
1	**Correspondance**	Action	Resp	target	Complete
1.3	Comminucation from Comet assoc tewkesbury to run event on the Saterday prior	Liaise on advertising and catering	RWE	jun	done
	No new correspondence received				
1.5	Request from Dragon Boat section new signage	request proposal for size and content of sign and meeting to discussHW. Contact made with T Dacon next meeting to be arranged KS		19/05/19	
	Banner at wateredge	banner at waters edge proposed suggestion that idea be brought to October meeting	LT	October	
		will need to discuss with Mr Revill			
1.6	Flyer from classic dinghy racing association recieved	post on notice board			Done
2	**Treasurers report**				
2.1	electronic submission attached				
	23 renewals received@03/06/19	2nd email to be sent ref renewals outstanding	SR	May	Done
		update required to mebership card	SR RWE	21/05/19	complete
2.2	1 outstanding renewal to come				
2.2	Electrical certificate still oustanding ref insurance	contact to be made with A R Smith if possible	JS		
		Contact to be made with alternative contact	RWE	July	
2.5	offer for renewal of insurance received	declared 4th gp14 £500 to be replaced with 3rd comet. New outboard t	SR		complete
	2 new applications for mbership received David & Lorraine Grant	Proposed for family membership accepted unaimously			
4	**Social Program**				
4.3	Posssible purchase of gas BBQ for cluB	Review whats available in Autumn sales	HW	05/11/19	
5	**Boatswain**				
5.3	Door Keys to be better identified	replace key fobs	JS	22/05/19	
5.4		Fobs replaced keys to be identified	JS	30/04/19	complete
5.5	benches on site	Julian to build	JS	01/08/19	
5.6	Water seapage onto site	G Revel contacted potential mtg Thursday Friday	SR		
5.7	club boat maint records to be updated with new boats		JS		
5.1	**Risk assessment**				
3.1	new motor has built in tank	limited fueling to be noted on risk register	JS		
		sheduled actions to be completed	JS	22/05/19	
3.2	risk register updated to rev34		JS		complete
6	**Sailing secretary**				
	OOD list oustanding	Update in line with current membership list	RWE		complete
7	**Training**				
7.2	Qualification of Steve Ryder as Powerboat instructor	Meeting to arrange level 2 assessment outstanding	DH/SR		
		discussion wit G Brookes to accept SR History outstanding	RWE		
7.4	3 applicants for level 1 course received @ 03/06/19	Course to go ahead			
		Cancelled due to flooding			
7.5	Participants contacted	offer of place on August course			
7.6	inspection deferred until late sept /october	liase between Kp and Alistair	Sept		
9	**Club house house keeping**				
9.1	Greater integration of dragon boaters into house keeping	Terry Dacombe nominated as Dragon boat contact			
		Meeting to be arranged to discuss	KS	19/05/19	
9.2	Thought to be given by Arden to areas requiring help	Notify Dragon Boat section so that they can organise.	KS		
10	**AOB**				
10.7	Communication to be improved	Schedule for next meeting	KS		
10.8	change to race times				
10.9	dragon boaters requested safety boat cover	Date to be established			
		Held over to next year			
10.1	Twinning Venture scouts on site	July 5-7th explore scouts from Twinning cleared with landlord			Complete
		who's meeting and greeting keith	Re Ks		
		Only problem winding up on Sunday and cleaning down. Removal of Rubbish. Consider realistic price if we do this again			
10.2	Dave Yule has volunteered to assist the committee	graciously accepted			
		Date of next meeting 07/10/19	Meeting closed		08:52