

Board Meeting Minutes
Wednesday 12th October 2011 1930hrs
ScotSAC HQ, Edinburgh



Board Members Present

Jim Anderson (Treasurer), Sandy McPherson (Secretary), Jack Morrison (Director of Communications), Gordon Young (National Diving Officer), Iain Graham (Director), Andrew MacRae (Director).

Also present:
Kate Jenkins.

Apologies:

Edna Ewan

Conflicts of Interest

- No conflicts of interest were declared by the Board members present.

Previous Minutes

The minutes of the previous Board meeting on 11th August 2011 were reviewed. Proposed by Jack Morrison and seconded by Sandy McPherson.

Chairman's Report

- The Business of appointing a Chairperson was discussed. After careful consideration, Iain Graham agreed to take on the role for the forthcoming year.

Secretary's report

- Communication has been received from Limerick University Branch of ScotSAC informing us of their intention to cease affiliation to ScotSAC, and transfer to the Irish Underwater Council.
- Scottish Sub Aqua Club Byelaws state that "Branch equipment and funds possessed by the said Branch at the time of its closure shall normally be held by the Directors in trust for any Branch that may be re-established in the area of the former Branch". This matter was discussed and it was deemed unnecessary to adhere to this as it is unlikely that another ScotSAC Branch in that area will be formed. It was also deemed that any property belonging to the University of Limerick Sub Aqua Club remains to be the property of the University itself as it always has been, and not ScotSAC.
- Possible future implications of this decision were discussed, and it was noted that each case will always be different to the next, and as such, careful consideration will have to be taken should this same matter arise in the future.
- Sandy McPherson to respond to the Branch Diving Officer to wish them all the best for the future. Letters also to be sent out to all members of Limerick University Branch to inform them that should they wish to continue their ScotSAC membership, they can do as a member of ScotSAC Direct.
- The PayPal system is being put in place for the sale of conference tickets. Payment can also be made by sending a cheque, postal order, or cash to HQ.
- Tickets will be £12 in advance, and £15 on the door.
- A conference newsletter will be sent to all members on the mailing list to provide an update on the conference.
- There was a discussion on the use of PayPal for payment of membership fees. At present, there is a cost incurred with each transaction, and we are

currently looking for alternative methods which will allow us to keep charges at a minimum.

- A total of 25 nominations have been received for this year's Suunto Award, plus another 2 that were received after the closing date.
- Judging to be decided by Iain Graham, Gordon Young, and Ryan Crawford (general Manager at Suunto UK).
- Barry Fleeting (**sportscotland** Partnership Manager), has asked to meet with the Board to discuss future **sportscotland** investment. Jim Anderson is in contact with Barry over this matter, and a suitable date will be agreed on.
- Communication has been received from Andy Murray advising us of the potential for a new pool in Glasgow. The facility could be of value to the Diving community in that area in providing a unique training facility.

NDO's Report

- See written report submitted.
- The New Training Schedule was discussed, and it was reiterated that the content has now all been ratified by the Board, but how this is to be delivered is yet to be decided.
- Jack Morrison has been seeking advice from a number of external organisations with regards to electronic and print formats, and the costs that may be involved in these. Jack informed the Board that companies need a brief first before any quotes can be given.
- There was a discussion on the benefits and drawbacks of both formats, and it was decided to postpone this item and discuss it in more depth at the December meeting when there would be more time.
- The first ScotSAC/BSAC Nitrox course is organised for 30th October at HQ.
- There was a discussion on the possibility of offering the advanced course to members. It was reiterated that when the course was agreed on, it was only agreed on the basis of Instructors offering the basic course and not the advanced.

Treasurer's Report

- The possibility of the board meeting with ScotSAC Branches was discussed. It was thought a good idea for all board members to contact a number of the Branches to try and find out about them, and ask what they expect from their Board, and also to ensure that all Branches know how to contact their Regional Coach and their board and NDC should they need to.
- Gordon Young to meet with Graeme Forsyth to discuss this further and an article is to be published in the magazine.
- Jim Anderson to create a list of questions that may be asked of the Board.
- The Expenses process was discussed. A new electronic banking system is underway which should hopefully facilitate a more efficient process.

Director of Communications' Report

- Business regarding the format of the new training schedule was discussed under the Secretaries Report.
- The proposed fatality plan was postponed until the next meeting.

AOB

- A 2008 version of a medical form has appeared on the UKSDMC website. However, this form was never approved by ScotSAC and our logo should not appear on it. A new medical form has been submitted by Dr Wilmot, and the Board will discuss this at the next meeting.

Meeting Closed at 20.30hrs

Dates of future meetings:

- 9th of November
- 7th of December