



Board Meeting Minutes
Wednesday 25th January 2012 1930hrs
ScotSAC HQ, Edinburgh

Board Members Present

Iain Graham (chairman), Jim Anderson (Treasurer), Sandy McPherson (Secretary), Jack Morrison (Director of Communications), Edna Ewan (Director), Andrew MacRae (Director).

Also present:
Kate Jenkins.

Apologies:

Gordon Young.

Conflicts of Interest

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

Previous Minutes

The minutes of the previous Board meeting on 14th December 2011 were reviewed. Proposed by Edna Ewan and seconded by Andrew MacRae.

Chairman's Report

- ScotSAC's Insurance policies are due for renewal in the coming months. Andrew MacRae was asked to look at all options for renewal including obtaining quotes from other companies if appropriate.
- A query has been received from a member regarding guest diving. ScotSAC Insurance covers guest divers on a 1 to 1 basis, as long as they dive within ScotSAC Rules and Recommendations.

Secretary's report

- Two requests to join ScotSAC Direct have been received by the Board which were both agreed.
- Marion Brown (Lead CPO) has made some emendations to the letter sent out to all new Junior members of ScotSAC. The changes were made in line with recommendations from Children 1st. The changes were agreed by the Board, subject to the relocation of the closing sentence.

NDO's Report

- In Gordon Young's absence, it was said that a meeting took place to discuss the 1st Class Diver Award, and progress is being made in this area.

Treasurer's Report

- At present, ScotSAC numbers are still in decline.
- Some of the larger Branches are experiencing an increase in membership which is encouraging.
- The possibility of asking non-renewing members their reasons for leaving was discussed. Most sports memberships are in decline, and it was thought that any information we could get regarding this from old members would not necessarily be valuable to the Organisation as it wouldn't necessarily allow us to address the situation and improve it.
- It was suggested that this may improve as the Regional Coach network is strengthening and becoming more pro-active. It was also suggested that once the new Training Schedule is up and running, it will facilitate the Branches in training up new divers, and retaining memberships.

- We are still waiting for confirmation of our Internet Banking. Policies will be put in place once this is up and running.

Director of Communications' Report

- Jack Morrison has been working with Kate Jenkins on improving communications within ScotSAC. ScotSAC has been successful in procuring funding for a Communications 7 Administration Assistant for 6 months through the Community Jobs Scotland initiative. Jack Morrison and Kate Jenkins will determine the aims and objectives of the and more information will be given at the next meeting.
- Gordon McKeown (owner of Conger Alley) has offered his marketing services to ScotSAC. He is to be invited to a meeting with the Board to discuss ideas.
- Steve Lithgow has offered his services to provide ScotSAC with an evaluation of our Library. Jack Morrison will continue to liaise with Steve and arrange for him to visit the office.

Annual Plan Progress Review

- Our current annual Plan is the third one ScotSAC has produced, most of which is currently on track to achieve.
- The next 3 year plan will need to be created for 2013.
- All ScotSAC Diver Training is now offered free of charge, including Instructor training, which is improving as the number of courses is increasing.
- The possibility of offering BI courses on a regional basis was discussed.
- ScotSAC are in the process of introducing the new Branch Diver qualification.
- ScotSAC are in the process of re-writing the First Class Diver Award which will make it more accessible to members.
- ScotSAC endorsements including Deep Diving Award are being developed.

AOB

- There was a discussion on the cost of ScotSAC endorsement training. It was determined that all essential Diver Training is provided to ScotSAC members free of charge, but that this does not necessarily apply to endorsements. Gordon Young was asked, along with the NDC, to cost up a 2 day deep diving course.

Meeting Closed at 21.30hrs