

# BULSCA COMMITTEE MEETING AGENDA



## *Meeting Information*

|                   |            |                        |            |
|-------------------|------------|------------------------|------------|
| <b>Date:</b>      | 30/08/20   | <b>Location:</b>       | Jitsi Meet |
| <b>Time:</b>      | 10:00 am   | <b>Chair:</b>          | Ben Barker |
| <b>Called By:</b> | Ben Barker | <b>Taking Minutes:</b> |            |

**Attendees:** Ben Barker, Emma Smith, Ellie Murray, Julia Whitworth, Emily Goodwin, Adam Lane, Eleanor Lavelle

**Apologies:** Michael Kirkham

**Absentees:** Jared Wray

## *Preparation for Meeting*

**Please Read:**

| <b>Action Points from Previous Meeting</b> | <b>Responsible</b> | <b>Due Date</b> |
|--|--------------------|-----------------|
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|  |                    |                 |

## **ACTION AND AGENDA ITEMS**

| <b>Agenda Item</b>            | <b>Outline</b>   | <b>Time Allotted (mins)</b> |
|-------------------------------|--|-----------------------------|
| Welcome and apologies         | Confirm previous meetings minutes  |                             |
| Circles Feedback              | BJP, Welfare, RLSS, RNLI, SLS GB, GLSA, Club Captains, BSA, Nuco, Sport Leaders UK, Etc.   | 5                           |
| Committee Report / Update     | Round of general from all present officers   | 10                          |
| COVID Statement Update        | Feedback from Clubs<br>Recommendations for Clubs when undertaking training   | 10                          |
| BULSCA Calendar Update        | August Fundraisers Feedback<br>Next Drop in Session<br>Judges Course - E Goodwin<br>BULSCA Conference / Workshop - E Goodwin<br>Next Committee Report - A Lane | 20                          |
| BULSCA Survey / Review Update | Feedback on Final Survey Draft   | 10                          |
| Any Other Business            | Committee Tops   | 5                           |

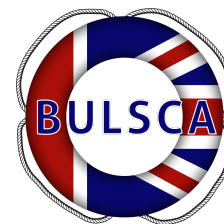
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|------------------------|--|--|
|                        | Leaving Gift<br>Website Update Plan<br>Committee 1:1's through September |  |
| Next Committee Meeting | Agree on a date  |  |
|                        |  |  |
|                        |  |  |

#### OTHER NOTES OR INFORMATION

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None

# 30/8/20 BULSCA COMMITTEE MEETING MINUTES



| Action Points  | Responsible        | Due Date                   |
|--|--------------------|----------------------------|
| Each committee member to create 1 SERC and 1 Swim Set for use in COVID affected training to be sent to Emily | ALL                | Friday 4th September       |
| Collate RLSS COVID Advice and Training Guidance  | Ben                | Friday 4th September       |
| Write Comp Statement   | Ben                | Wednesday 2nd September    |
| Publish and Promote Review Survey  | Ben / Adam         | From Tuesday 1st September |
| Sort Committee Tops  | Ben                | Next Meeting               |
| Sort Leaving Gift  | Ben                | Next Meeting               |
| Create Website Update Plan   | Ben                | Next Meeting               |
| Organise 1:1's   | Ben / ALL          | From Tuesday 1st September |
| Organise Online Judges Course  | Emily              | Next Meeting               |
| Gain access to accounts  | Emma / Jared / Ben | Ongoing                    |
| Organise Social Media Takeover   | Emily              | Thursday 1st October       |
| Write and Publish next Committee Report  | Adam               | Friday 4th September       |
| Publish BULSCA Calendar  | Ben                | Next Meeting               |
|  |                    |                            |
|  |                    |                            |

| Agenda Item           | Summary of discussion   | Action points |
|-----------------------|---|---------------|
| Welcome and apologies | Previous meetings minutes   |               |
|                       | <b>RLSS</b><br>RLSS Fundraiser and 4x25 Challenge was positive. Video from the RLSS President. BULSCA Logo and article submitted for their next magazine. |               |
| Circles Feedback      | <b>RNLI</b><br>RNLI Fundraiser and 2615km Challenge gone well. More formal relationship in the pipeline, just waiting on next                             |               |

|                               |   |   |
|-------------------------------|---|---|
|                               | <p>meeting.</p> <p><b><u>GLSA</u></b><br/>Competition still going ahead. Current competitors are still interested. COVID Cases are increasing but will just monitor. Want to avoid a 14 day quarantine on return.</p> <p><b><u>Sport Leaders UK</u></b><br/>Julia spoke to contact. Hopefully will get feedback on submission when schools restart, if not worth chasing up.</p> <p><b>Club Captains, BJP, Welfare, BSA, SLS GB, Nuco - no new feedback</b></p> |   |
| Committee Report / Update     | <p>Round of general from all present officers</p> <p><b><u>Treasurer</u></b><br/>Accounts access still not acquired due to issues with current account owners. Plan A hasn't yet worked, so looking at other options of getting access.</p> <p><b>No other reports needed.</b></p>  |   |
| COVID Statement Update        | <p>Feedback from Clubs</p> <p>Recommendations for Clubs when undertaking training</p> <ul style="list-style-type: none"> <li>- RLSS Training Documentation to be used and collated for use by Clubs. Small adaptations will be needed.</li> <li>- Chris Quinns software could be a useful training tool for all clubs for SERC training</li> </ul>  | <p>Each committee member to create 1 SERC and 1 Swim Set for use in COVID affected training by Friday 4th September to be sent to Emily</p> <p>Ben to collate RLSS Advice by Friday 4th September</p> |
| BULSCA Calendar Update        | <p>August Fundraisers Feedback</p> <p>Next Drop in Session</p> <p>Judges Course - E Goodwin</p> <p>BULSCA Conference / Workshop - E Goodwin</p> <p>Social Media Takeover - E Goodwin</p> <p>Next Committee Report - A Lane</p>  | <p>Ben to write Comp Statement by Wednesday 2nd September</p>   |
| BULSCA Survey / Review Update | <p>Feedback on Final Survey Draft:</p>  | <p>Ben to publish and Adam to promote from 1st September</p>  |

[illegible]