

# 6/6/20 BULSCA COMMITTEE MEETING MINUTES



| <b>Action Points</b>  | <b>Responsible</b> | <b>Due Date</b> |
|---|--------------------|-----------------|
| Please send a paragraph and picture for 'About You' section on website and for facebook to ( <a href="mailto:social@bulzca.co.uk">social@bulzca.co.uk</a> )                             | All                | 14/6/2020       |
| Committee online social to take place with BJP members present.   | Ben B              | TBC             |
| 1 on 1 meetings to be held between Ben and committee members  | Ben B              | TBC             |
| Send Ben ( <a href="mailto:chair@bulzca.co.uk">chair@bulzca.co.uk</a> ) a list of 5 things that you would like this committee to achieve and a list of things you would like to achieve | All                | 11/6/20         |
| Encourage any candidates to apply for welfare officer or BJP position   | All                | ASAP            |
| Complete handovers and contact Ben B with any problems  | All                | ASAP            |

## Meeting Information

|                   |            |                        |                 |
|-------------------|------------|------------------------|-----------------|
| <b>Date:</b>      |            | <b>Location:</b>       | Jitsi.org       |
| <b>Time:</b>      |            | <b>Chair:</b>          | Ben Barker      |
| <b>Called By:</b> | Ben Barker | <b>Taking Minutes:</b> | Michael Kirkham |

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

**Apologies:** None

| <b>Agenda Item</b>    | <b>Summary of discussion</b>   | <b>Action points</b>                            |
|-----------------------|--|---|
| Welcome and apologies | Ben: Welcome to the first meeting of this committee, congratulations on your election and thank you for supporting BULSCA.<br>- Emily G and Ellie M late (technical problems)                                |   |
|                       | Next meeting: With possible technical problems, please arrive early  |   |
|                       | BB: Looking forward to working as a team together. If at any point during the year you feel overwhelmed or need help, please contact me or another member of the committee, privately                        |   |
|                       | Please send a short section about yourself, your position, why you ran, etc, along with a picture or yourself to Adam ( <a href="mailto:social@bulzca.co.uk">social@bulzca.co.uk</a> ) to update the website | All: Send committee page info and photo to Adam |

|              |   |  |
|--------------|---|--|
|              | <p>Committee bonding session online.<br/>         Shall I invite BJP?<br/>         Consensus: Yes.</p>  | Ben will organise  |
|              | <p>Ben: plan to arrange 1 to 1 meetings with all committee members to support and get coherent plan</p>   | Ben will organise  |
|              | <p>Ben: By Thursday, please send me (<a href="mailto:chair@bulsca.co.uk">chair@bulsca.co.uk</a>) a list of 5 things that they would like this committee to achieve and a list of things you would like to achieve in your role. I will go through these and come up with a cohesive plan for the year. I plan to publish this to the BULSCA community to inform them of our plans, keep them updated and keep us to plan/give us a checklist.</p>   | Committee members send list of 5 things to Ben by Thursday |
|              | <p>Ben: Welfare officers need appointing. Richard Evans has been appointed by the previous committee. If anyone knows anyone who would be good/interested, please encourage them to apply (<a href="mailto:chair@bulsca.co.uk">chair@bulsca.co.uk</a>).<br/>         As Richard is male, preferably female, but we're open.<br/>         Adam: I will put something out on the facebook</p>   |  |
|              | <p>For the BJP we have Felix Ng, Jamie Roberts and Sophie Priddis. This is a big improvement on the previous years, but there is space for more still, so please encourage others to sign up if they are interested/meet requirements.</p>  |  |
| AoB:         | <p>Emma: Access issues with the bank account mentioned in the bank account. Will involve people with access to try to work things out.</p> <p>Ellie L: issue with email access in handover, Jared is fixing.<br/>         Emily: need some documents for handover, will try contacting Josh H and Hannah S.</p> <p>Ellie M: Do we have plans for the league if lockdown continues/comps are prohibited?<br/>         Ben: It's on my mind, but there's no solid plan as things are in flux, will have to be reactive.<br/>         Emily G: should we come up with a contingency plan now, or wait and see?<br/>         Ben B: as things are in flux, not right now. Will probably put a plan to clubs for a vote if/once we have one.<br/>         Ellie L: Wonders about capping number of teams to comps to allow for social distancing in comp isolation.<br/>         Ben B: That is an option, but if we still need to socially distance, some events can't happen (such as swim-tow, etc).<br/>         Emily G: Swim England have said no more (masters) events for the rest of the year, as guidance.<br/>         Ben B: it's very much in flux, so we will adapt to the current guidance.</p> |  |
| Next meeting | <p>Sunday 14th at 2:00pm.<br/>         Intend to have a more substantial discussion based on actions points listed today.<br/>         Thanks for coming</p>  |  |