

## Minutes of the UKNCCA Committee Meeting held on 7<sup>th</sup> July 2013 at Datchet Water Sailing Club

Present: Andrew Shorrock (AS) - Chair, Rachael Williams (RW), Jackie McKellar (JMCK), Mike Lloyd (ML), Clare Corby (CC), Paul D’Arcy (PD)

Apologies received from Steve Jones (SJ). Geoff Harris (GH), Howard Warrington (HW) –Secretary and Chris Green - Class Administrator,

AGENDA ITEM	DISCUSSION	ACTIONS
1. Welcome and Confirmation of Quorum	<ul style="list-style-type: none"> <li>Andy Shorrock welcomed members. And confirmed the meeting as quorate with 6 Committee member present. (50% attendance required)</li> </ul>	
2. Apologies for absence	Steve Jones, Howard Warrington, Geoff Harris, Chris Green .	
3. Approval of Minutes of committee meetings held 10 <sup>th</sup> June 2013	<ul style="list-style-type: none"> <li>Agreed and approved. Proposed by PD and seconded by ML.</li> </ul>	
4. Actions arising from the last meeting.	<ul style="list-style-type: none"> <li><b>Dinghy Show</b> need to finalise our stand for next year. Can we get a better position?</li> <li><b>Inland Championships</b> There was concern over location and also autumn water levels at Bristol. We now have a date confirmed for a re-run of the Inlands at Datchet Water for the 19-20 October. This will also be a JDS and IDS qualifier giving new helms the opportunity to practice during September. 1<sup>st</sup> squad camps will be in November. AS has asked Keith Videlo to be PRO (Arky not available) and Keith will do that – just checking his diary for any clashes.</li> </ul>	<p><b>HW</b> - contact RYA and confirm No report – Ongoing.</p> <p><b>HW</b> – new NoR and safety organisation <b>CG</b> – look at costs incurred at Rutland and cost of Datchet to keep entry fee as low as possible and usual event admin.</p>

<p>5. RYA &amp; National Coach</p>	<ul style="list-style-type: none"> <li>• The World Team coaches have been appointed - Jodie Green will lead the Worlds with Tom Mallindine. Both will attend training and the Worlds with Tom also assisting the Promo fleet at the worlds.</li> <li>• Alex Corby will be dedicated coach to the boats sailing in the Promo's, now 13 in number.</li> <li>• Jonny McGovern has been appointed RYA Cadet Head Coach. This has been communicated to the Class via newsletter. Jonny is currently 420 Transition coach and great experience of that process within the RYA pathway.</li> </ul>	<p><b>AS</b> - Finalise position and announce to the class in due course. – cleared.</p>
<p>6. Finance Update</p>	<ul style="list-style-type: none"> <li>• CC circulated P&amp;L accounts for the year ended 31<sup>st</sup> May 2013.</li> <li>• Discussion was held regarding some costs and control. <ul style="list-style-type: none"> <li>○ Ribs &amp; fuel – a principle agreed that a flat fee for parent rib support at Abersoch, nominally £200. (4 x days racing plus transport). Numbers required to be confirmed.</li> <li>○ Membership income – was lower despite change in structure of membership fee.</li> </ul> </li> <li>• Discussion held around event entry process as £1800 (quite high!) was paid to KBSUK, and uploading of results is also a problem.</li> <li>• There followed a discussion on the class website. <ul style="list-style-type: none"> <li>○ Question poised – do we want to move the website on to be more informative and user friendly – unanimously agreed.</li> <li>○ Tony Goodrich has looked at options – see actions.</li> </ul> </li> </ul>	<p><b>CC</b>- produce accounts – cleared.</p> <p><b>HW</b> – look at safety fleet requirements for 2013 Nats.</p> <p><b>CG</b> – compare 2012 / 2013 membership figure to determine where differences are (i.e. lower number/different mix etc ?)</p> <p><b>Jmck</b> – arrange for Tony Goodrich to present options on the website via a WebEx call.</p> <p><b>Jmck</b> – look at options and implications for online membership.</p>

<p>7. Training Schedule</p>	<ul style="list-style-type: none"> <li>• AS explained the draft Training plan for 2013/14 (written by SJ) with those present. Some comment as follows;             <ol style="list-style-type: none"> <li>a. National Squad qualifiers – it would be good to have the inlands re-run to be included in the selection process for any boats that did not attend Parkstone or Burnham.</li> <li>b. Interest was raised in training for those having not made a squad. (likely mostly made up of 1<sup>st</sup> year helms)                 <ul style="list-style-type: none"> <li>○ Suggestions to run regionally (i.e. one for east, one for south &amp; west, north?)</li> </ul> </li> <li>c. There is also demand to support training for new sailors at squadrons, e.g. Fishers Green where demand is now.</li> </ol> </li> <li>• It was also raised that it would be good to run a “training and race weekend” at WPNSA in late July prior to the National and Worlds 2014.</li> </ul>	<p><b>SJ</b> – to review all comments, update document and publish. <b>SJ</b> – look at suggestions and how to implement and support.</p>
<p>8. Class Measurer</p>	<ul style="list-style-type: none"> <li>• This has not progressed since the last call.</li> </ul>	<p><b>AS/GH</b> - Plan equipment inspection for Abersoch Nationals - Ongoing</p>

## 9. Worlds 2014

The main discussion was with regard to kicking of the fund raising scheme, devised by SJ.

People seemed happy with the **Square Rigger name.**

Actions required to launch are:

- i. Finalise a letter to members with a letter that they can use to hand on / instructions. **(AS)**
  - a. Corporate sponsorship ideas – contact Jmck
- ii. Implement the Square Rigger grid on the website **(HW)**
- iii. Generate a list of who pays, send invoices, give ok to HW to insert logo and link **(CC)**
- iv. Generate a supports badge / logo (“A supporter of Cadets 2014”) that can be sent to supporters once that have a square to display on their site. **(Jmck)**

Activity seeking corporate sponsorship is ongoing by (ML) and (Jmck). AS has spoken to Liz Rushall for ideas and will document. AS to also speak to new FPSC Cadet parent Richard Moore who has worked extensively in the sports marketing industry (including sailing) and will pass contacts to Jmck.

- AS suggested we might need an organising team? HW - too big an event and we all need to be involved. Budget for 2007 worlds was £100k! PD has paid deposit on behalf of ICC for venue. Although they want to charge £25 per boat per day - all thought too much. Need to appt International Judges and PRO.
- Fund raising will be key here. JMCK and ML have been working on large corporate sponsorship. Nothing yet but lots on the go. Will step up and broaden their approach. Will put it out to the class to see who knows who?
- SJ -There are lots of pots of money about for these types of events - need to find them. How about a Support Grid on website? 400 squares which are sold at £250each with logo and hyperlink. - ALL agreed great idea. SJ send mock up to HW who will talk to Toolkit on how to best implement.

Square Rigger Actions:

See left.

All actions to be done w/c 8th July so that this can get going.

**AS** - Look into Judges and PRO - Ongoing

**PD** - obtain financials – cleared. Not able to break out details from 3 events that were run.

**ML/JMCK** - Make contact with existing opportunities. - ongoing

**AS**- Class communication for any further contacts – ongoing – see launch of Square Rigger above.

**HW** - Toolkit re Support Grid

	<ul style="list-style-type: none"> <li>AS - should speak to Duncan Truswell and TIm Hall for ideas.</li> <li>Need to negotiate hard with Weymouth. Need to offer them the training events and an Indicator as well as Nationals and Worlds. SJ - confirmed he would go and talk to Chris at WPNSA and start negotiating.</li> </ul>	<p><b>JMCK/ML</b> send the proposal to these people for their review.</p> <p><b>SJ-</b> Visit WPNSA – cleared.  <b>SJ</b> – confirm finance agreement with WPMNSA in writing.</p>
<p>10. 2013 National Championships</p>	<ul style="list-style-type: none"> <li>HW- sent our NOR to race committee. AS forward comments and get input from PRO.</li> <li>Social/Marketing: JMCK / RW - leaflet in progress, local Booklet on track and now much cheaper to print as being done by Hugh and Erika Spiers</li> <li>Planning for Thursday eve dinner and/or prize giving. Club indicated £17-25 per head. All agreed too expensive. Keep it simple, bangers and mash £10-15 per head max. Want a full turn out.</li> <li>Plan to have social events every other day.</li> </ul>	<p><del>AS – Confer notes on NOR with HW</del>  <del>HW – Finalise NOR by month end.</del>  Done and cleared.</p> <p><b>RW/Jmck/CC-</b> finalise booklet layout, agree process for invoicing advertisers.</p> <p><b>JMCK /RW-</b> negotiate with club and book dinner. Need to re-discuss plans with club for numbers.</p>
<p>11. Class Strategy / growing numbers</p>	<ul style="list-style-type: none"> <li>This is a key point that is difficult to address. Initial interest in Cadets from Pevensey Bay has been rejected by their club committee. No answer yet from Middle Nene.</li> <li>Engagement with existing squadrons is ongoing to help support.</li> <li>The letter from Chair to request ideas on how to spend funds available has received no reply.</li> </ul>	<p><b>RW</b> – keep driving this, speak to squadron leaders, ideas for growth and encouraging new/existing members.</p>

	<ul style="list-style-type: none"> <li>• See comments in Training (7) above to assist and support training at squadron level for new sailors. Fishers Green in particular are buoyant with new members new to sailing and who, as yet, don't wish to travel. Stone SC have also requested support.</li> </ul>	<b>SJ</b> – contact Kevin O'Brien to discuss.
12. Honorary Membership	<ul style="list-style-type: none"> <li>• Honorary membership (duration to be decided) for Nationals winners (helm only) and a helm placed top 3 at the Worlds was proposed by RW and seconded by PD.</li> <li>• Looking into a "leaving pin" or "joining pin" for the Class.</li> </ul>	<p><b>RW</b>- plans to implement - ongoing.</p> <p><b>CC</b> – obtain costing for pins.</p>
12. Call for Volunteers	<ul style="list-style-type: none"> <li>• We should send a rallying message to members in advance of the end August AGM for them to get involved.</li> </ul>	<b>AS</b> – draft note to be sent. (after 16 <sup>th</sup> July)
13. AOB	<ul style="list-style-type: none"> <li>• Dropbox <ul style="list-style-type: none"> <li>○ We need to implement a dropbox system so that class documents are accessible on-line.</li> <li>○ We also need to convert to templates organisational tools such as event org / safety structure and planning / training structure / interface timescale to RYA etc.</li> </ul> </li> </ul>	<p><b>ML</b> - to set up dropbox.</p> <p>ALL – as document on left to convert to template.</p>
14. Next Meeting	<ul style="list-style-type: none"> <li>• TBA, not before the AGM in late August.</li> </ul>	