Borders Exploration Group Committee Meeting Minutes

Thursday 16 April 2015 7:30pm Cross Keys, Selkirk Date:

Time:

Place:

Item		Responsible person
1	 Welcome and Apologies Present: David Hunter, Ruth Longmuir, Julie Smith, Ross Purves, Jim McPherson, Geraldine Bouglas, Jono Ellis, Bronwen Irving Apologies: Pam Hunter, Ron Sutherland, Christine Anderson, Rosie Stewart, Nancy Anderson, Roger Hemming 	
2	Minute of the previous meeting (January 2015) Approved by David and seconded by Bronwen.	
3	 Review of the constitution The OSCR template is very comprehensive and is currently being read over. It was agreed that proposed changes to the constitution be brought to the August meeting which will be specifically to discuss it. Closing of the Cuba account. Ruth reported that this is now hopefully complete although she is still awaiting the cheque for the closing balance. Website. Jono reported that Graham has agreed to build a new website after the project he is currently working on. Graham is putting together a costing at present. PVG. Self-declaration forms for the Austria leader team have been completed and Julie is going to see if they can be processed as soon 	Jim, Rosie (and Allan)
	 as possible. Accommodation. David will forward two emails to Bronwen about Cappercleuch hall. 	David
4	Chair's business • No business.	
5	 Treasurer's business Rosie provided accounts which were circulated and her report was read to the committee. Historic accounts. OSCR requested to see the actual accounts so Rosie has prepared these and is about to send them off. She extended thanks to Jim, Kenneth and Jono for their help with this. PayPal. Rosie has investigated this and it is possible to pay membership by PayPal but there is a fee, therefore it is better to stick to cheque or bank transfer. Easyfundraising has been set up for BEG and Rosie will promote this to members. All signatories should have been changed now. Online banking has been set up and the committee authorised the use of this. 	
6	Secretary's business • No business.	
7	MembershipAll committee members were reminded that they need to be paid	_

 members if they aren't already. The current number of members is only 27 and it was generally felt that it needs to be easier for people to become members. It was noted that there is always a lull in membership before a large expedition. How to pay by Direct Debit is to be investigated and the form to be available for the Brazil expedition participants. 	
 It has become clear that protocols (or policies and procedures) need developed so that any incidents or issues that arise whilst in the UK can be dealt with effectively (there are protocols in place for expeditions when they are away). The link between an expedition and the committee needs clarified and who is responsible for taking the lead when a situation does arise. In the past it has been understood that an expedition still exists when it returns to the UK so it would be the chief leader who would take charge, unless there is a reason that they can't. There would need to be a policy on dealing with the press, a death, serious illness, who to contact in specific situations and what to do if something goes wrong at a UK based event. These would need to be a loose framework as it was recognised that every eventuality cannot be legislated for. Geraldine agreed in principle to take the lead on developing such protocols. Any comments/ideas are to be emailed to Geraldine by the next committee meeting. 	All
 Events There will be a Borders based walk on Sunday 26 April. Julie and Ross are still to meet to come up with a programme of events. Geraldine is also happy to be involved with this if needed. Tower Trophy is on 7 June. Geraldine reported that a good number of teams have signed up and that planning is progressing well. 	Julie, Ross
Expeditions	
 Austria Flights to Munich with EasyJet are booked and paid for (£220 per head). Ron is trying to tie down a four day environmental project. Once this is finalised then other activities can be booked around it. Possible activities include hiking, water based activities, via ferrata, cycling, sightseeing and a glacier walk – expensive option but venturers were keen to do it. The next leader meeting is on 27 April at Jim's house. A parents' evening is arranged for 18 May at Argus Centre. Another training day is still to be organised and the final TW will be on 13 June. Jim reported that the training of the younger leaders is going ok (a focus of the expedition). Brazil Three information evenings have taken place and school visits are currently underway. There have been 8 leader applications; 2 were previously venturers, 3 have been leaders and 3 are new to BEG. Leader selection is this coming weekend. The guests for the Saturday evening are a Brazilian couple. 	
Expedition Planning Document Roger has suggested that Borders College be included when there is	
	it needs to be easier for people to become members. It was noted that there is always a lull in membership before a large expedition. How to pay by Direct Debit is to be investigated and the form to be available for the Brazil expedition participants. Protocols It has become clear that protocols (or policies and procedures) need developed so that any incidents or issues that arise whilst in the UK can be dealt with effectively (there are protocols in place for expeditions when they are away). The link between an expedition and the committee needs clarified and who is responsible for taking the lead when a situation does arise. In the past it has been understood that an expedition still exists when it returns to the UK so it would be the chief leader who would take charge, unless there is a reason that they can't. There would need to be a policy on dealing with the press, a death, serious illness, who to contact in specific situations and what to do if something goes wrong at a UK based event. These would need to be a loose framework as it was recognised that every eventuality cannot be legislated for. Geraldine agreed in principle to take the lead on developing such protocols. Any comments/ideas are to be emailed to Geraldine by the next committee meeting. Events There will be a Borders based walk on Sunday 26 April. Julie and Ross are still to meet to come up with a programme of events. Geraldine is also happy to be involved with this if needed. Tower Trophy is on 7 June. Geraldine reported that a good number of teams have signed up and that planning is progressing well. Expeditions Austria Flights to Munich with EasyJet are booked and paid for (£220 per head). Ron is trying to tie down a four day environmental project. Once this is finalised then other activities can be booked around it. Possible activities include hiking, water based activities, via ferrata, cycling, sightseeing and a glacier walk — expensive option but venturers were keen to do it. The next leader meeting is on 27 April at Jim'

	 mention of the schools and that the letter for unsuccessful candidates be sent to venturers as well as leaders because this might be the first knock back they've experienced. Roger has offered to help draft these letters and the committee agreed this would be helpful. Nancy has suggested that in the case of an expedition being at risk of not happening because of a lack of leader applicants that the rule of 100% attendance at the selection weekend be relaxed. It was agreed that this could be waived and other options explored by the chief leader, in discussion with the committee. It was pointed out that the document stipulates there should be 6 training weekends but this is only for international expeditions, there should be 2 or 3 for European ones. Where passports are mentioned it was suggested that a check regarding the expiry date be included. Ruth will amend the document to reflect these suggestions and circulate it as soon as possible. The aim is to agree it at the next meeting. 	Roger
10	 Any Other Competent Business David asked that any information for the newsletter be sent to Pam so that she doesn't have to chase people for it. Bilharzia. This will be discussed fully after a report from Public Health is received – David is meeting with them shortly. Surveys have been sent to all Malawi participants but they have not yet all been completed. It was generally agreed that a link with Public Health (a NHS department concerned with prevention) would be good. It was noted that it is not possible to have one GP doing all vaccinations for an expedition – this was investigated previously. The Malawi expedition should perhaps have advised the health centres in the Borders about the number of people who would need tested for bilharzia, to avoid alarm. 	All
11	 Dates and Venues of Future Meetings All meetings are at 7.30pm Tuesday 26 May − Peebles High School Wednesday 8 July − Argus Centre, Selkirk Thursday 20 August − Peebles High School Monday 5 October − Argus Centre, Selkirk Tuesday 17 November (AGM) − venue to be confirmed 	

Future agenda items: 20 August – Changes to the constitution