**Borders Exploration Group Committee Meeting Minutes**

**Date**: Wednesday 13th December 2017

**Time**: 7:30pm

**Place:** Argus Centre, Selkirk, TD7 4EP

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| **Item** | | **Action required by:** |
| **1** | **Welcome and Apologies**   * **Present**: Ron Sutherland, Rachel Thomson, Nicola Stillie, Graham Little, Kieran Riddel, Adam Aitken, Richard Forsyth, Nancy Anderson, Geraldine Bouglas * **Apologies**: Mark Graham, Lucy Forsyth, Euan Briggs |  |
| **2** | **Minutes from Committee Meeting 3rd of October 2017**  Minutes were accepted.  Approved by Ron, seconded by Kieran. |  |
| **3** | **Matters arising from the previous minutes**   * There were no matters arising from the previous meeting not dealt with or discussed below. |  |
| **4** | **Chair’s business**   * Graham checked everyone was up to date on what B.E.G is about including policies etc. B.E.G leaflet handed out * Graham to check that we have review dates for all of the policies | Graham |
| **5** | **Treasurer’s business**   * Everything up to date |  |
| **6** | **Committee members and others responsibilities**   * Chair: Graham (interim) * Secretary: Rachel * Vice Chair: Rachel * Treasurer: Nicola * Membership secretary: Nicola - Ron to send current membership lists and forms, add standing order option to pay B.E.G membership, Jono to pass on mailing list for everyone who has ever been in touch with B.E.G so we can try to sign up more people * Events Coordinator: Mark – roughly 4 events a year * Child and Vulnerable Adult Officer: Nancy Anderson * Newsletter Coordination: Pam * Web Officer: Jono * Kit Officers: Kieran Riddell, Adam Aitken. * Fundraising Coordinator: Adam Aitken, Lucy Forsyth – Rachel to email Lucy to check * Expedition Coordinator: Graham Little * Training Coordinator: Nancy & Euan - Graham to email Euan about this (to work between the training team and the expedition leaders (Training Team: Volunteers from current committee, ex committee members etc) * Insurance Officer: Richard Forsyth | Ron  Jono  Nicola  Rachel  Graham |
| **7** | **B.E.G Fundraising**   * Nicola suggesting £7,000 as a base fund to cover expected and unexpected expenses * Target to raise £5,000 in 2018. * Adam – checked with the Filmhouse, average funds raised from this event are about £500-£600. Going ahead with this July 14th , option of a raffle. * Mark to get in touch with Rosie at Riddell Estate about Tower Trophy type event. * Graham option to show a slideshow – last time made a total of £1400 for two showings * Adam and Lucy to look into Grant giving bodies, contact at Borders Council was mentioned by Kieran. | Adam  Mark  Adam  Lucy |
| **8** | **B.E.G Store – the future**   * Have to be out of current store by March. * Update on rationalising kit: did reduce some items but most was thought to be of use. * Prieston Farm could store the event stuff but less suitable for tents etc. Graham to get in touch with Michael Strang-Steel and explain our situation. * Ron offered his garage for the tents. * Tweed mountain valley rescue still not been given an exit date, we can’t guarantee availability and we do not know the costs. * Nancy to check about a garage outside Earlston. * Option of Riddell estate, Kieran and Graham to arrange to take Bolivia plaque and discuss storage and future events at the estate in January. * Charitable costs: possibility of charities to get running costs for their properties. * Adam was given a contact for someone at the Haining about storage there – contact to be made to explore further. * Plenty of transport available to take kit to new store. | Graham  Nancy  Graham, Kieran  Adam |
| **9** | **Malawi Leader Selection**   * Graham to start the process soon, selection for leaders to be done in March 2018 – provisional date of 9th/10th March, overnight Friday 9th. * Flyers to go out in January – Graham to provide Rachel with information for the flyer, images and logos. * Geraldine offered to do some school visits. * Graham to make a presentation for Malawi for people to present to the schools. * Potential to use West Morrison for selection days * Leaders and Venturers to be selected before the Selkirk Clear up, which would act as first meeting and fundraiser. * Kieran suggested getting in touch with the university as well as the schools. * Looking at a team of 20 in total for the Malawi expedition (6 leaders, including a doctor and 14 venturers. | Rachel  Graham  Graham |
| **10** | **Child Protection Policy**   * Youth Borders – paper work to look over and check to see if we need to do anything differently. * Training on the 22nd of January – no one able to attend * Disclosure Forms – complete them and take them with two sets of ID, one which has to be photographic and proof of address e.g. utility bill to Jemma at Youth Borders in Langlee Centre, not before Monday 18th December ’17, Youth Borders to pay for this so leave payment section blank. 01896755110 Jemma@youthborders.org.uk * Nancy to send Euan’s form to him | Nancy  Adam, Kieran, Nicola, Mark, Rachel, Euan,  Lucy  Nancy |
| **9** | **Any Other Business**   * Kieran to do “Bolivia 2017” plaque for Riddell Estate * Checking over our current insurance, get quotes for next year * Whatsapp group – Mark * Facebook Page details from Rosie | Richard  Mark  Rachel |
|  | Next meeting will be: 6th February 2018, 7.30pm, Eildon House, Newtown St Boswells TD6 0PP | All |