

OXFORD UNIVERSITY WALKING CLUB

MINUTES FOR THE TERMLY GENERAL MEETING OF HILARY TERM 2010

Location	St. Aldates G&D's
Date	Thursday 11 th March 2010
Time	Start: 7.43pm Finish: 9.08pm
People Present	Imogen Wade, Jamie Banks, Jaya John John (JJJ), Justin Pearce, Bernhard Elsner, Kerrie Thornhill, Jo Delo (left before president's report to revise for impending exams), Nakul Krishna, Juan Guan

1. APOLOGIES FOR ABSENCE

Kevin Hilliard; Christopher Thomas; Kanishka Bhattacharya; Matt Thomas; Dave Keiller; Barbara Havelkova; Melanie O'Sullivan; Kevin Hilliard; Andrew McGauley; Carina Brehony; Michelle Barton

2. READING OF THE PREVIOUS TGM MINUTES (MT 2009)

Jamie Banks was absolutely thrilled to read the minutes, perhaps for the first and only time...he did indeed read them well even when faced with the challenge of the loud music from the speakers.

3. OBJECTIONS TO THE PREVIOUS MINUTES

From Jaya John John:

- 1) President's report - 'span' should be 'spam.'
- 2) Secretary's report - 'Jamie Banks' should be 'Jamie Brooks'
- 3) QM's report - 'food staking' should probably be 'food stock taking' ?

4. MATTERS ARISING FROM THE PREVIOUS MINUTES

None.

5. OFFICERS' REPORTS

PRESIDENT (Jamie Banks)

There have been 3 weekend trips, all to different areas of country from normal – Peak District, Dartmoor, Yorkshire Dales, still to come day trip to Marlborough Downs and Galloway Hills.

There has been a local walk just about every weekend

Thanks to everybody on the committee of this term.

SECRETARY (Imogen Wade)

We have 0 new drivers this term ☹️

Re. booking driver courses transport@sport.ox.ac.uk - try emailing instead of Simon Griffiths (2 possible new drivers next term)

TREASURER (Kanishka Bhattacharya)

Balance of £1524.97 as of end of Week 6 + £1212 deposited. Still 2 trips coming up though and 1st aid course (these predicted to make profits too: Bernhard digresses on word 'profits' to ask for Tesco *good* ham not Tesco value ham on Galloway Hills trip ... Kerrie asks for ingredients to make bread on this trip too. Bernhard doesn't believe that Kerrie can actually bake bread for 13 people – a challenge has been declared)

See appendix for accounts (coming soon)

Cheque book delayed – a problem for 1st aid and Galloway hills.

TRIP AND SAFETY COORDINATOR (Jaya John John)

Trips this term

See president's summary of trips above.

Trips next term

Another exciting term. Quite a few trips and a couple 'special purpose' trips – wild camping lakes, and 'short weekend' trip to Black Mountains for navigation training.

Thanks to club leaders and drivers without whom club would not go anywhere.

Training news

1st aid course this coming Monday. Good offer for course, will make a £££ surplus.

Sports Fed grant received – mostly for training. We were very successful, got loads of £££ apart from for subsidy for 1st Aid course because we didn't put a suggested sum on the application; however, committee has asked JJJ to try to get money for this in any case...

Numbers of leaders, drivers & trip organisers is generally OK. But remember people will be leaving soon, always need new trip organisers ...

OTHERS

ALUMNI SECRETARY (Vacant)

ARCHIVIST (Justin Pearce)

8 local walks this term.

Highest number = 16 people for Wytham Woods walk and tour.

Ridgeway walk had 13 people.

Minimum = 7 people.

So, some clever stats...Average was 9.42 people, Standard deviation = 2.66

Average number of OUWC members = 4, standard deviation = 3. Root 3 of a person??!

Recruited 2 new local walk leaders who are keen on leading again. 1 other possible leader.

Nakul Krishna: raised issue about **under-age (< 18 years) participants on local walks**. Is club covered? Much scratching of chins, eyebrow crunching...**does club have a policy on this?**
Umm. To find out.

MEMBERSHIP SECRETARY (Andrew McGauley)

Sent report: I currently have 115 members on my list as active members.

→ Question from people present: what does active mean? People who have current membership?

QUARTERMASTER (Nakul Krishna)

4 requests for equipment; tried out new food stock taking system which seems to be more efficient.

Still to do: technical equipment check ...

Stock check done. Some missing items (e.g. SAM splints, one returned today, 2? still missing) – less missing than at last stock check?

→ Jaya John John: try to find them.

Nakul Krishna: half of club's waterproof trousers are very muddy. Can you wash them in washing machine?

→ Yes – just use Nikwax or equivalent non-detergent. Nakul to buy some for club and get reimbursement from club.

2 people bought merchandise this term (a mug and something else) – and yet we still have merchandise left....

Sleeping bags – one has a broken zip. And 2 stuff sacks for sleeping bags missing.

→ Jaya John/Bernhard: try fixing with pliers.

SOCIAL REPRESENTATIVE (Bernhard Elsner)

3 socials happened – i) post free tea pub trip, ii) Boathouse party was a fantastic success with a turn out of 9 people! (thanks Kerrie!); iii) Annual Dinner (priced at £40 all inclusive) was cancelled due to lack of interest, instead 4 people went for a more casual dinner to Café Rouge on Little Clarendon St. (was about £20-25 pp). Kevin was invited but did not go. Jaya John was partial to some Alsatian wine they had...

WEBMASTER (Matt Thomas)

Report sent: The website has been kept up to date.

There have been some suggestions about improving the photo uploading capabilities of the website. The hope would be that people would then be more inclined to upload recent photos and encourage others to go on trips.

I think it should be a higher priority to change the website so that the html editing needed to keep the website up to date is minimised. Otherwise webmasters need quite a lot of previous experience.

On website editing: Bernhard: html is classic, simple.

Nakul: other 'wysiwyg' (=what u c is what u get) programs have problems.

Bernhard: online database system – hard to start, after that easy to maintain (e.g. quantum management system)

Nakul: wordpress is good.

On photos: Bernhard: open source system to upload photos in bulk.

Imogen: can we have links to e.g. flickr?

Bernhard: could do flickr embedded in ouwc.org. Or, Justin says: have a club flickr account.

Bernhard said something about public access of flickr account (?)

6. SPECIFIC IMPORTANT BUSINESS

Three motions presented at TGM (see motions pack for details):

1) There is a motion presented for ratification at this TGM:

Motion to amend the OUWC Constitution to comply with the changes in the organisational structure of the Sports Federation.

This motion was passed in principle at the last TGM (MT09) with all 9 people present in agreement. For the changes to become effective, they need to be passed a second time at this TGM (All constitutional amendments must pass at two consecutive TGMs, in order to be implemented).

The motion is passed, with all 8 people in agreement and 0 abstentions.

2) 2 motions to amend the OUWC Trip Leader Safety Document, HT10

1. Motion to amend the Trip Leader Safety Document to reflect changes at the Sports Department

The motion is passed, with all 8 people in agreement and 0 abstentions.

2. Motion to amend the Trip Leader Safety Document to reflect current practice on announcing trips during vacations

The motion is passed, with all 8 people in agreement and 0 abstentions.

7. ELECTIONS TO COMMITTEE

CANDIDATES:

SENIOR MEMBER: Nominations taken from the floor during the meeting

DR. KEVIN HILLIARD “happy to continue as Senior Member”

8 /8 agree

PRESIDENT: Nominations taken from the floor during the meeting

Imogen Wade, Nominated by Justin Pearce, Seconded by Bernhard Elsner

7/8 agree, Imogen abstains. Imogen accepts position with proviso of not doing a term card for Trinity term 2010 – all present agree.

SECRETARY: Nominations taken from the floor during the meeting
No nominations. Position vacant.

TREASURER:

Bernhard Elsner, Nominated by Jaya John John, Seconded by Imogen Wade

8/8 agree.

TRIP AND SAFETY COORDINATOR:

Jaya John John, Nominated by Kanishka Bhattacharya, Seconded by Imogen Wade

8/8 agree.

OTHERS

ALUMNI SECRETARY:

Carina Brehony

8/8 agree.

ARCHIVIST: Nominations taken from the floor during the meeting
Justin Pearce

8/8 agree.

MEMBERSHIP SECRETARY: Nominations taken from the floor during the meeting
Andrew McGauley

8/8 agree.

QUARTERMASTER (QUARTERMISTRESS?): Nominations taken from the floor during the meeting
Juan Guan

8/8 agree.

SOCIAL REPRESENTATIVE:

Jo Delo

8/8 agree.

WEBMASTER: Nominations taken from the floor during the meeting
Nakul Krishna

8/8 agree.

EXTRA MEMBER CO-OPTED:

Kerrie Thornhill co-opted by all present to be an extra committee member (to help with such things as welfare of members and drawing cartoons)

7/8 agree. 1 for Re-Open Nominations (person who voted for RON objects to being the target of a ball of knitting wool...)

8. AOB

Committee transfer of power at 9.07pm

END of TGM at 9.08pm.

Appendix 1: OUWC Accounts as of end of HT10

Accounts to be added.

Appendix 2: Motions Pack

Motions Pack HT10

1) **There is a motion presented for ratification at this TGM:**

Motion to amend the OUWC Constitution to comply with the changes in the organisational structure of the Sports Federation

Proposed: Imogen Wade (secretary)

Seconded: Jamie Banks (president), Jaya John John (trip and safety officer)

This motion was passed in principle at the last TGM (MT09) with all 9 people present in agreement. For the changes to become effective, they need to be passed a second time at this TGM (All constitutional amendments must pass at two consecutive TGMs, in order to be implemented).

In MT09 the Area Safety Officer for Sport post was not filled and the Manager of the Sports Federation took over the role. These constitutional alterations are made to reflect these changes, in compliance with suggestion made by the manager of the Sports Federation.

Change paragraph 39

FROM

Any amendment to this Constitution must be passed by simple majority in a secret ballot at two consecutive Termly General Meetings. Any amendment to the Code of Practice or the Trip Leader Safety Document must be justified point-by-point to and approved by the Area Safety Officer for Sport. The changes to the Trip Leader Safety Document should be justified point-by-point to the members and passed by simple majority in a secret ballot at one Termly General Meeting. Members with concerns over safety issues are invited to discuss them with the Trip and Safety Coordinator or the **Area Safety Officer for Sport**.

TO

Any amendment to this Constitution must be passed by simple majority in a secret ballot at two consecutive Termly General Meetings. Any amendment to the Code of Practice or the Trip Leader

Safety Document must be justified point-by-point to and approved by the Sports Federation. The changes to the Trip Leader Safety Document should be justified point-by-point to the members and passed by simple majority in a secret ballot at one Termly General Meeting. Members with concerns over safety issues are invited to discuss them with the Trip and Safety Coordinator or the **Sports Federation**.

2) 2 motions to amend the OUWC Trip Leader Safety Document, HT10

3. Motion to amend the Trip Leader Safety Document to reflect changes at the Sports Department

Proposed: Jaya John John (trip and safety officer)

Seconded: Imogen Wade (secretary), Kanishka Bhattacharya (treasurer)

In MT09, the Area Safety Officer for Sport post was not filled and the Sports Federation Manager took over the role. This motion is to update the Trip Leader Safety Document to reflect this change.

Wherever “**Area Safety Officer for Sport**” or **ASO** appears in connection with current operations and practice, those instances will be replaced with “**Sports Federation Manager**.” There are a total of eight such instances. Please see the attached updated version of the Trip Leader Safety Document for specifics. The proposed changes are highlighted.

Wherever “Area Safety Officer for Sport” or ASO appears in connection with historical decisions, those instances **will be left unchanged, as they are historically accurate**.

4. Motion to amend the Trip Leader Safety Document to reflect current practice on announcing trips during vacations

Proposed: Jaya John John (trip and safety officer)

Seconded: Imogen Wade (secretary), Kanishka Bhattacharya (treasurer)

Historically, for trips planned outside of full term, the Walking Club would send out a Vacation Schedule Circular to all members. This was a summary on paper of the trips planned for the vacation. Currently paper copies are no longer distributed, as vacation trips are announced on the website and by e-mail. This motion is to update the Trip Leader Safety Document to remove any wording making such a Circular obligatory.

Change this paragraph in section 6A

FROM

For every vacation for which he/she is incumbent, the Vacation Schedule Coordinator may produce one ‘Vacation Schedule Circular’, which advertises vacation Club Trips to the members. A copy should be distributed to every member before the vacation begins and a copy should be sent to all

new members who join the club after the start of the vacation. A copy of the Vacation Schedule Circular will be also forwarded to the ASO. The Vacation Schedule Coordinator shall assist in the coordination of the vacation Club Trips that are advertised in the Vacation Schedule Circular. The Vacation Schedule Coordinator may set up additional Club Trips during the vacation with the approval of the Committee.

TO

For every vacation for which he/she is incumbent, the Vacation Schedule Coordinator may produce one 'Vacation Schedule Circular', which advertises vacation Club Trips to the members. If a Circular is produced, a copy should be distributed to every member before the vacation begins and to all new members who join the club during the vacation, and a copy will be also forwarded to the Sports Federation Manager. If no Circular is produced and vacation Club Trips are simply listed on the club's website, notice of trips should be sent to members and the Sports Federation by e-mail instead.

The Vacation Schedule Coordinator shall assist in the coordination of Club Trips during the vacation. The Vacation Schedule Coordinator may set up additional Club Trips during the vacation with the approval of the Committee.