

## Achnamara Rowing Club Committee Meeting 2nd February 2024

Present: Andy Grant, John Marsden, Liz Swan, Mike Raynor, Caro Farnocchi (minutes)

Apologies: None

1. Minutes from last meeting approved.

2. Actions carried over

- Confirm the makeup of Skiff mailing list - included J Livingstone. **Action CF**

3. Documentation

- Document Review carried out by CF and JM (attached separately)
- Create separate visitor's application form and modify permanent member's form accordingly. **Action JM**
- Modified Rules document including data protection clause was approved by committee.
- Solution required for physical library to accommodate club documents **Action AG**
- Develop Rowing Log to be used by Cox on each session **Action JM**
- Create virtual library on AVH website with suitable link **Action CF**
- Create second Comms@AVH email recipient **Action CF**
- Create General Safety Policy and Risk Assessment prior to approval by committee **Action CF and LS**
- Club Handbook to be developed using Portsoy version **Action CF**
- SPOND App is interesting but as it's mobile based it may lead to increased work organising events for any members not using the app. Won't be pursued further at this point

4. Preparations for IGM

- Create and circulate Agenda for meeting **Action JM**
- Create poster advertising IGM and circulate/display **Action AG**
- Book AVH for 3rd March at 10.30 **Action CF**
- Proposal is to have half hour meeting prior to the Sunday Rowing Session. If weather looks inclement consider offering coffee and biscuits. If rowing goes ahead consider offering come and try session.

5. Rowing with Dunbar Rowing Club possible in late April. We will address this when more details are available.

6. AOCB

- Spare oars will reduce our vulnerability to oar damage. Follow up the progress of these either constructed by Shed-na-mara or purchased etc. **Action AG**
- Include item at next meeting to consider how club members can use the the skiff out with regular sessions. **Action All**

7. Date of next meeting 1st March 2024.

C F Farnocchi - 4th February 2024