

ULSAC COMMITTEE MEETING MINUTES

Thursday 16 September - room 3C ULU at 19:30-21:30

Attendance:

Present: Hannah, Michelle, Ali G, Eleni, Natalie, Grace, Miles, Henry, **Mladen**, Paloma, Dave, Liam. Julio (L)

Apologies for absence: Everyone else.

Structure:

1- Items for attention: Constitution, resignations along with issues raised, new equipment officers, sale of Rascal, appointment of a fundraising officer, location of boat on the south coast.

2-Objectives checklist: Fresher's fayre, Pool stuff, training records from last year, Finances from last year.

3 – Reports (if present): Officer reports have been scrapped this meeting in exchange for discussion and voting on:

A- Overall training proposal. B- Dry suit acquisition.

4 – Further business



Announcements:

- 1 -Fundraising officer- Henry
- 2 -Equipment Officer – Grace (Deputy – Paloma)
- 3- Dry suits acquisition was approved!

4- Meeting was 2 hours long! We need a limit on how long people can talk... like countdown!

5- Next meeting: Monday 21st October

ULSAC Committee meeting minutes

Items for your attention:

CONSTITUTION:

Henry explained that as agreed in the previous meeting, he would make a draft for all our options and that we would vote on which one we wanted, first draft is almost there.

We will need to discuss whether we have an EGM or AGM to approve it, if it is for AGM it has to be released a month before (say April 2014), although we should release it to the committee long before then and that we could vote for having the meeting via Facebook?

RESIGNATIONS, REASONS:

Jeremy – Lack of support and appreciation.

Nathan – insufficient amount of spare time.

THE CURRENT PROBLEM:

Older members of the club have had changes in circumstances and because of this have been less able to give their time to help the club, and when you combine this with the low amount of dive leaders coming through it has led to a shortage of new dive leaders and experienced members coming on trips. The obvious solution to this would be to push our existing sports divers to become dive leaders.

However currently the main problem for student members which is stopping them from doing this is financial, that's why most people haven't been diving a lot lately. We will attempt to mitigate this as always but in the mean time we need to:

1- Get people diving so that they can become dive leaders and then possibly organise more interesting dives.



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2- Encourage existing committee members and new members who haven't organised trips to start doing so, that way we can relive the pressure and burn outs of the members who are organising trips.

3- Henry will email members stressing this point and Ali will put the calendar up on the website via the chief technology officer.

4- Michelle will also try and get the experienced members to come out and guide the members who haven't organized trips before in an attempt to kick start the process and get more people involved in organizing trips. However just to be clear, it must be stressed that old club members would be guiding the new people and giving them advice on how to do this but the leg work will have to be done by the new people, be nice to instructors, they have already given us a considerable amount of help and if they agree to this they would be saving us during this crisis.

However to try and avoid this in the long run we will also be looking at ways to reduce cost and perhaps try to have a bigger core of members who are older students, such as postgraduates who are more likely to have more disposable income.

NEW EQUIPMENT OFFICER: GRACE

She needs someone to train her, Dave volunteered help, and it was also suggested maybe she could try to ask Jer to bring her up to date on how to do this. Then like 6 people spoke at the same time about the job description, recording went mental (if you need reference to the job description then check the constitution). Ali also mentioned that grace could take a course on how to do it.

NEW FUDRAISING POSITION:

The description is as follow:

“Job Specification of Fundraising Officer:

The fundraising officer will be on the constant look out for opportunities to both raise funds and increase the reach & exposure of ULSAC. The role therefore demands personal initiative and investigation especially given that the club may be illegible for many grants due to its university society status. The activities of this officer are by no means restricted to just fundraising and



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recent examples of objectives other than fundraising could include: assisting in/organising the setup of Fresher’s Fayre and maximising its efficacy; organising the write up of the Malta trip for potential publication in SCUBA magazines; increase the level of networking with other diving clubs. For maximum effect, the fundraising officer would liaise regularly with the treasurer and social team. There is also scope for an assistant fundraising officer or a fundraising team (similar to the way in which we have a social secretary and a supporting team) if this operation proves particularly successful. There is a lot of useful information on the BSAC website including contacts to get started.”

Everyone wants this to be up and running but no one wants to run it because of how intense it can be, henry wants to give it a go in a trial period. Anyone who wants to help can do so, just send an email.

SALE OF THE RASCAL:

Sale of the rascal, were hoping for £2,500? Everyone has agreed to sell it. DAVE MUST SELL IT, however he must try to sell it before the next meeting or at least get started before then, he can also use his discretion for the price, update by next meeting. We wants to see it everywhere, gum tree, ebay, the Costa Rican version of ebay, basically everywhere. Please note ULU has agreed to the sale of the rascal.

LOCATION OF THE BOAT:

Location of the boat was decided, our options were al follows:

Location	Duration	Price	Advantages	Disadvantages
Swanage	Summer (01-05 to 31-10)	£725 for the entire year Or £515 for the summer	-Removes the towing problem. -cheaper. -better dives and more variety	Further away
Portland	April-Sept	£700ish in total £99 per meter	-closer to London.	- more expensive - the towing problem



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Votes		Decision
In favor of the proposal.	12	Unanimously approved (Chairman can't vote)
Against the proposal	0	
Abstentions	0	

The decision was unanimous, and we agreed to go for Swanage. The main factor being the towing problem (if mark or Michelle don't come to the trip then we can't take the boat with us). However we need to make a case to ULU for keeping the boat on the coast, ULU will probably agree as they currently pay to store it in Chiswick, Dave will draft a proposal to ULU. In the mean time we will get back in touch with the Swanage town council.

We are thinking of moving it sometime in winter, but possibly later so it may not happen before next Easter (Bovi long weekend), and please note that we will be keeping the small boat at chiswick.

Objective checklist:

FRESHERS FAYRE:

All training team members have volunteered to help with freshers fayre and if people want to recruit at their individual fresher's fayre then they have the permission to do so. Paloma suggested a joint social with QMUL dance society (salsa evening and try-dives, maybe we can organise it on a Saturday)

DUTIES FOR INDIVIDUAL PEOPLE AT FRESHERS:

- Katie is in charge of organising the stall, there is another briefing scheduled before fresher's.
- Check if Clare can attend the intro night as the membership secretary.

POOL STUFF:

Saturday sessions at club is a bit too much training in one week so we want to use the Saturday sessions for either Octopush or one of interesting events. It provides another reason to join the club and another social aspect. Saturday can also be kept in reserve for the rare cases where people can't finish their pool sessions in time (dependent on instructor availability) OR as a buffer for the training of people that are not on the main Monday/Friday course



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TRAINING RECORDS FROM LAST YEAR:

We need to try to gather all the records so that we can sign people off. We also need to sort out the finances and missing theory papers from Malta, club kit and the records for some other trips. As for the kit we will probably have to bring in an honesty payment whereby everyone who took kit from the club pays £40 and the rest will be written off. Kit was also lost at Vobster and therefore need to take that into account and try and encourage future dive organisers and managers to start using *kit issue sheets* again to have better accountability over who has what.

Hannah will chase the money issues with ken’s help, and as for the people who still need to get signed-off, we recommend you individually ask Ali G and arrange to do this at a convenient time.

VOTE ON TRAINING PROPOSAL:

Some of instructors have said that something like this was needed to facilitate training, and that they would be more likely to help because the time requirements were smaller which allow them to fit it into their life more often and more easily. Overall apart from two main concerns the feedback was positive. Some instructors also said they couldn’t commit to the second term as they didn’t know their schedule yet but could commit to the first term. It’s also important to note that it’s currently impossible to do training of both trainees and Open Water instructors on long trips. It’s much easier to train Open Water instructors on smaller trips.

However some concerns have been raised regarding the number of people and that it might be too small to:

- A- Fulfill ULU’s minimum requirements
- B- Have enough retention of members and that given the amount of members that discontinue scuba diving over time, these numbers might not be sustainable in the long run.

On the other hand the training team was quick to highlight that given our instructor situation we cannot teach as many members as before and that we need to find a way to increase efficiency and find more determined divers. This method solves that but funneling down the most committed from the people who just want to try it, it also decreases cost and reduces the amount of hours wasted by the instructors. Therefore it fits our requirements with ULU and



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might be able to increase the commitment but that we won't find out whether it works or not without giving it a try and the current system is failing.

The new training program will run two courses over the year for 16 trainees where we will focus most of our efforts on, and if we have spare time then we will continue training as much people as possible but our priority will be these special 16. We will market it at freshers as a course for the specific amount and an upfront payment of £350 but if it's not possible we can split it up in installments. The main bulk of the installment being the last diving trip. If a member signed up and paid upfront but cannot attend for the current period, then we will offer them another training opportunity to continue later but if extenuating circumstance stop them from continuing such as health reasons then we might be able to offer some money back but it will be dependent on a case by case basis. But generally we won't return funds and instead just offer an alternative training date.

If we have more applicants than places then it will be allocated on a first come first serve basis, with the people who don't make it to the special 16 being signed up for the reserve list. They will still do the training with the other members but again our efforts will be focused on the 16.

Votes		Decision
In favor of the proposal.	12	Unanimously approved (Chairman can't vote)
Against the proposal	0	
Abstentions	0	

VOTE ON ACQUISITION OF DRY SUITS:

The idea is to get dry suits to enable trainees to further their training during the winter and expand the amount of dates and opportunities for people to finish training before dive season.

The money will come out of the NatWest account and we will have 10 dry suits, 8 for the trainees and 2 for reserve. If we are low on suits then we can always hire the few that we need as extras and spread the cost. We will lose a bit of money on that occasion but since generally we regain the money from the rent, it will be possible to cover these costs. The suits will depreciate by 50 percent over 2 years but we should make enough money back from selling them and kit hire to buy new ones after 2 years.



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The vote:

Votes		Decision
In favor of the proposal.	12	All in favor Acquisition approved (Chairman can't vote)
Against the proposal	0	
Abstentions	0	

The two main concerns regarding the dry suits are:

- 1- Should we really be spending money considering ULU is broke?
Whether we have money or dry suits, if ULU goes bust then they will try to re-possess it. At least by having the dry suits we can further peoples training and actually use what we have at our disposal until the outcome of ULU has been sorted out.
- 2- How to keep records of taking on more kit and renting it out?
Again this brings the issue sheet back into the picture, using the issue sheet we will know who we are renting it out.

PRICES FOR THE DRY SUITS:

The current recommendation was £20 rental for the beginners set, but after considering how much money would be left to cover the suits maintenance it was believed that it might not be enough, the break down is below:

- BCD,tanks, regs = £6
- Timer = £4
- Suits, masks and fins = £5
- This only leaves £5 for the dry suit rent and maintenance, a figure which most people thought was too low.

THEREFORE THE COMMITTEE DECIDED ON THE FOLLOWING PRICES:

£25 rental for the beginners set, this includes:
BCD, tanks, regs, timer, suit, masks and fins.



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£10 for suit on its own.

Price will also be capped at half the trips or 5 days.

Further business:

SOCIAL TEAM:

Social events to bring back old ULSAC members should be done which are child friendly, however it might be difficult to organize something because they're so far away.

- Paloma suggests old members can become penpals for new members.
- Social team should organize a club t shirt.
- We need a Fresher's social.
- Miles will book some space in the pub for the try dive dates.
- Michelle suggested to consider re-instating a regular club night.

WEBSITE STUFF:

The pool timetable for the coming year has been put on the ULSAC website. Update the website with the details of the try dive dates.

Next committee meeting 21st of October

6.30pm – 7.15pm

Room – TBC



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