

03/10/22

United Hospitals Boat Club Annual General Meeting

Date: 03/10/2022	Time: 19:30	Location: St George's University of London/ Zoom
Meeting called by:	Dr Jerry Mitchell	
In attendance:	RUMS x 1 RVC x 2 KCL x 1 SGH x 3 ICSM x 1 BLBC x 2 Abi Powell (outgoing UH Captain) Charlotte Withers (outgoing UH captain) Lottie Leadbetter (incoming UH captain) Ben Smeaton (incoming UH captain) Izzy Legood (incoming UH captain) Alex Denley (incoming UH captain)	
Apologies for absence:	Felix von Spreckelsen (RUMSBC)	
Minutes written by:	Lottie Leadbetter	

Agenda points:

1. Introduction and welcomes from incoming captains
2. Review of 2021/22 activity from outgoing captains
 - a. Financial overview
 - b. Distribution of profit
 - c. Incident reporting system
3. Confirm mandate for UHBC bank account – see 'authority' wording
4. Updated Constitution (changes in red)
 - a. http://www.uhboatclub.co.uk/united_hospitals_bc_constitution_36.html
5. Updated club safety plan (changes in red)
 - a. http://www.uhboatclub.co.uk/united_hospitals_bc_club_risk_assessment_37.html
6. Competition dates for 2022/23
 - a. http://www.uhboatclub.co.uk/forthcoming_events.html
 - b. Confirm Regatta and Head Race dates
 - c. Bumps dates
7. Race entry fees and proposed 'early bird' entries
8. Radio hire and potential acquisition.
9. Autumn regatta – Saturday 26th November 2022
 - a. Logistics
 - b. Entries and entry closure date (Monday 21st November)
10. Election of new officers

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- a. Confirmation of Dr Jon Townsend as Vice President (EGM 21.5.22)
- b. UHBC Captains 2023/24
- 11. UHBC blazer qualification
- 12. UH Henley Campaigns 2023
- 13. Social events
- 14. Any other business
 - a. Launches and drivers for head races

Notes from the meeting

Agenda item:	Introduction and welcomes from new captains
Meeting notes:	<i>Jerry introduced the new captains and gave thanks to the outgoing captains for their work this last year.</i>

Agenda item:	<p>Finances <i>Financial overview 2021/22 from outgoing captains</i> <i>Alter the list of authorised signatories on the mandate for UH bank accounts to incoming UH captains from SGH</i> <i>To note the following wording;</i></p> <p><i>Authority</i></p> <p><i>This Resolution must be passed at a Meeting of the board or relevant management committee of United Hospitals Boat Club.</i></p> <p><i>We resolve that:</i></p> <ul style="list-style-type: none">· <i>if we add or remove Authorised Signatures in the “Add or remove individuals” section of this form, the Bank will update our mandate accordingly for the accounts we specify in this form's “About your business” section</i>· <i>if we change the Signing Rules in the “Account Signing Rules” section of this form, the Bank will update our mandate accordingly for the accounts we specify in this form's “About your business” section</i>· <i>the Bank can phone the individuals we've identified as “Call Back Contacts” to confirm or correct any instructions or information that we've given the Bank</i>· <i>and the current mandate will continue as amended.</i>
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Meeting notes:	<p><i>Summary of 2021/21 year:</i> <i>In the 2021/22 year UH made an overall gain of £5321.05. We currently have £3593 to be repaid from bumps outstanding. £2660.53 will be paid to RUMS upon receipt of these monies. We will pay as much as is possible to rums currently and the remaining balance when the rest of the money is available.</i></p> <p><i>UH Henley campaign 2022 had 2 boats competing this year, academic 8 and development 4. Academic 8 competed at Henley, 6 seconds away from Henley qualification. Dev 4 qualified at Henley out of 56 entries and have since raced at Cambridge autumn regatta. Thanks were made to the outgoing captains.</i></p> <p><i>Jerry introduced the process of changing the mandate, via the above wording. This includes the addition of Ben Smeaton and Dr Jon Townsend. Committee agrees to pass this motion.</i></p>
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Agenda item:	<p>Races and events <i>Proposed dates for races as follows:</i> <i>Autumn Regatta- Saturday 26/11</i> <i>Followed by novice pub crawl</i> <i>Winter Regatta- Sunday 22/01</i> <i>Crew dates- Wednesday 08/02</i> <i>UH Head/ Dinner- Saturday 25/02</i> <i>Query website discrepancy for dates here</i> <i>Spring Regatta?</i> <i>Bumps- May 2023 (? bank holiday weekend 27-28/05)</i> <i>Race entry fees and late entry charges</i></p>
Meeting notes:	<p><i>Dates were noted for the races of the year. UH Dinner will be more expensive as we will be booking for a saturday as opposed to the Sunday this year. The UH head race will be held the day before the hammersmith regatta hence the choice of Saturday over Sunday this year. Website to be amended to show the correct date of Saturday 25th February.</i></p> <p><i>Committee viewed the table of tide times available for bumps. Suggestion of weekends to be either 13-14 May or the 27-28 May. The final race will be early either at 17:18 or 17:20 which may present issues for the bumps afterparty. UH captains are happy to host Bumps over the bank holiday weekend of 27-28 May. Concern from ICSM and BLBC over exam dates of 1st and 2nd Year exam dates. BLBC second year exam dates are around 30th May. RUMS first and second year exams are week of 15th May thus bank holiday weekend would be preferable. RVC exact exam dates unknown but bank holiday would be preferable. KCL also unsure on exam dates but would prefer the bank holiday weekend. Final decision on bumps race dates to be made in the next meeting Monday 21 November prior to autumn regatta. Clubs</i></p>

	<p><i>with date issues are to contact the UH captains prior to this meeting so that all issues are known beforehand.</i></p> <p><i>Race entry fees will be increased slightly. Proposal that early submissions before Friday 18th Novemeber will benefit from a reduced cost of £75 for an 8 and £35 for a 4 for crew submissions prior to the friday before the races. Standard fees are approximately £80 for an 8 and £40 for a 4. Exact details to be provided in the future. The final closing date for submissions for the autumn regatta must be Monday 21st November. Information on this will be sent out within the fortnight. Query of whether we could facilitate a pairs category, if there is viable competition Jerry is happy for this to go ahead. There must be evidence of competency for these pair races to go ahead.</i></p> <p><i>Suggestions of a double category to be introduced into our regattas, the member clubs of UH to provide details if there is appetite for this. Definition of novice from Jerry's understanding is a rower who has started this term, they may not be a first year however they must be new to rowing. If a club is only entering their first boats as intermediate crews we will ask for the justification behind this.</i></p> <p><i>Autumn regatta is combined with Allom Cup as per last years changes suggested by Jerry. To be noted that the reserve date for this will be December 5th</i></p> <p><i>ICSM to trailer their boats to ULBC for the regattas, they need clarity over where the boats will stay over events such as bumps, what room they will have to rig and derig boats. Senior crews may be able to row up from putney and land at ULBC but novice boats will need to be trailered.</i></p> <p><i>Requirements for regatta: radios, safety boat (Steve), safety plan as discussed, PLA to produce events letter clarifying our liability, club insurance to be renewed (5 million third party cover premium to remain, query 10 million costs), boathouse are informed of dates, prizes to be determined, liaison with external clubs (including all UL constituent colleges PTBC and westminster)</i></p>
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Agenda item:	Radio hire and potential acquisition
Meeting notes:	<p><i>Radios cost approx 2.2k every year due to hiring for 3 days for a 1 day event. Aware of the challenges of buying radios outright involving maintenance and storage. Approximately 3k to buy the radios outright including the base units and all required extras. Aware of the maintenance costs and will be liaising with the previous providers to ascertain specific costs of this.</i></p> <p><i>New digitalised radio handsets may be coming into use in the near future. Even if new radios will be used we will still make a profit from using these for 2 years. Digital radios will remove the issue of needing a base unit to strengthen the frequency around the bend during flood races. Jerry raised concerns that radios can age quickly and they may</i></p>

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	<p><i>require replacement after a few years, however even a 2 year use of a radio set would reduce the cost of hiring radios.</i></p> <p><i>Unsure of whether we currently have the capital to buy these radios outright with enough of a reserve in the bank account. We would expect to see a rough life span of 5 years for the set of radios, however the lifespan and maintenance costs need to be finalised.</i></p> <p><i>Alex Denley raised the issue of the money that is spent on the radios would need to come out of the UH half of the annual finances and not the SGH cut so that it doesn't impact the profits made by the SGH captains.</i></p>
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Agenda item:	Incident reporting system
Meeting notes:	<p><i>Recounting of events of BUMPS afterparty 21 from outgoing Captains. Events of afterparty have been escalated to relevant SU who have taken charge of this incident. Introduction of new google form to be used to report incidents at events so that there is a formal record of any and all incidents. This google form will be made available via the UH website for all to access.</i></p>

Agenda item:	Constitutional changes <i>Blazer qualification</i> <i>Dr Jon Townsend for VP</i>
Meeting notes:	<p><i>Jerry suggested some changes to be made to the constitution in reference to the member clubs of the UHBC and member club eligibility.</i></p> <p><i>Reference to 5. If the identity of the club changes so that the majority of the clubs are no longer eligible</i></p> <p><i>Reference to 7. Amendments in reference to the role of the treasurer for the day to day conduct of the UHBC bank account.</i></p> <p><i>Addition of Dr Jon Townsend as VP to allow the president to be absent at UHBC meetings when necessary.</i></p> <p><i>Clubs to inform Jerry by Monday 10th October if there are any issues with the constitution amendments, or any issues with the updated UH safety plan.</i></p> <p><i>Blazer qualification</i></p> <p><i>Compete in a competitive category representing UH, UH captains and anyone who has provided extensive coaching for UH are eligible for blazers. This is to be added to the constitution.</i></p>

Agenda item:	HRR/HWR Campaign 2023 <i>Coaching</i> <i>Potential Trailing</i>
Meeting notes:	<p><i>Noted that the UH captains this year want to facilitate a UH campaign this year however will not be organising the campaign alone. UH</i></p>

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	<p>captains would like any clubs willing to offer up coaching and interest in organising the campaign to contact them. Noted that the captains would like to enter UH boats into more races this year. Jerry has advised that any boats entered into HRR and HWR should be of a realistic competency. ICSM raised that their top end rowers have moved out of medic rowing clubs as their chances of racing at HRR are greater elsewhere from UH. Erg and race time targets should be suggested and released to member clubs for a target for rowers to aim for. Racing throughout the year would allow us to confirm viability of the crew. We would need coxes and rowers to come forwards to facilitate the organisation of this campaign.</p>
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Agenda	Election of new officers <i>Confirmation of Dr Jon Townsend as Vice President (EGM 21.5.22)</i> <i>UHBC Captains 2023/24</i>
Meeting notes:	<i>Noted confirmation of Dr Townsend as VP.</i> <i>By rota the next captaincy of 2023/24 should be held by GKT. Kings should be able to provide UH eligible captains to represent GKT however this needs to be clarified. This must be confirmed prior to the next meeting.</i> <i>Noted that Barts are scheduled to be captains following GKT for 2024/25.</i>

Agenda	Social Events
Meeting notes:	<i>Autumn regatta post race pub crawl to be based in Chiswick. Idea floated of pairing clubs together at pubs.</i> <i>Crew dates will be held in Tooting 8th February.</i> <i>UH Dinner will be held on the Saturday 25th February.</i>

Agenda	ABO
Meeting notes:	<i>Launches and drivers are needed for 4s, 8s and vets head so any volunteers are appreciated.</i> <i>Spring regatta idea raised. First and final weekends of April wouldn't work. First weekend of May. Easter holidays form around April 10th. Clarification of interest for another regatta when the weather is warmer, UH member clubs to confirm interest and availability.</i> <i>Weekend between final weekend of April and 3rd weekend in May. Proposed from ICSM for some side by side racing in preparation for bumps rather than a full regatta. This may avoid the costs of safety boats and marshalling etc. This would be similar to the time trials held last year as an informal event rather than a race.</i> <i>Reminder that all safety audits must be done by 20th November</i>

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	<p><i>Sunday 23rd October</i> - this deadline is for steersman and coxes and is essential to ensure that each club has a base level of water safety and awareness of the river rules.</p>
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