



## **Berkshire Ornithological Club**

### **Minutes of Committee Meeting**

held on Tuesday 9<sup>th</sup> April 2013  
at Park House, University of Reading

**Present:** Neil Bucknell (president & acting chair), Mike Turton (Secretary), Bill Nicoll (Treasurer) Ray Reedman (RRe), Carole White, Martin Sell, Tim Ball, Becky Thomas, Iain Oldcorn, Renton Righelato (RRi), John Lerpiniere.

1. Apologies for absence: Ted Rogers, John Walker, Ken & Sarah White.

2. **Minutes of the Committee meeting held on 16<sup>th</sup> January 2013**

The minutes were approved and signed.

3. **Matters Arising**

**Item 3 (5):** Prints to be offered for sale next season.

**Item 6 (Twitches):** BOC Public Liability Insurance applies if the Club are managing the access, even if we are not selling day permits.

**Item 6 (Twitches):** Article for newsletter outstanding.

**Item 12 (Club Insurance):** Underwriters advise that £5M cover is sufficient. Cover now extended to cover European trips at no additional cost. Cover is provided for work parties where equipment such as chainsaws are used provided that they are used by suitably trained operatives and current legislation is complied with.

4. **Treasurer's Report**

Report circulated prior to meeting.

BN following up notification of donation apparently made through Charities Trust.

The treasurer proposed opening a Reward Saver Account with Santander (the bank that provides our main current account). This account pays 1.25% variable rate on months with no withdrawals, and the person on the Santander business banking telephone line stated when asked that there were no drawbacks or disadvantages to this account. This proposal was not opposed by any of the committee members. The treasurer will open this account as soon as practicable with the usual 3 signatories (Treasurer, Secretary and acting Chairman). Most of the money in the CAF account which currently pays 0.1% interest will be transferred to this account

The process for claiming Gift Aid is linked to a named claimant rather than the charity. BN processing paperwork to change claimant name.

5. **Editorial Board Report**

Report circulated prior to meeting.

2009 & 2010 Reports

RRi requested help for finishing 2009 species accounts. Aiming to have both systematic lists ready in about 4 weeks. Very few records have been adjudicated yet by the BRC which has not met for some time.

Additional articles welcome.

**Action:** MT to produce dragonfly reports.

Both reports to be distributed with the August member mailing.

## 6. Programme Sub-committee report

Report circulated prior to the meeting.

Decision required on whether we need 2<sup>nd</sup> judge for 2014 photographic competition to work with either Dickie Duckett or Dave Cromack.

October 9<sup>th</sup> is the first main indoor meeting for 2013/14. Probably too early in the season for a members evening, so need a decent speaker.

Debbie Payne unable to do weekday meetings, but is a possible candidate for future joint event with Reading Museum on a Saturday if the event this year goes well.

Request for committee members to lead one outdoor meeting each.

**Action:** all committee members to consider and contact RRe.

Weekend walks are less well attended than the mid-week walks. Suggestion made that we join up with other groups – danger is that groups then get too big. It was agreed that it may be necessary to reduce the outdoor programme because of lack of leaders.

Ringing demos: three scheduled – Hosehill (14<sup>th</sup> July), Moor Green Open Day (1<sup>st</sup> September) and Padworth Common (3<sup>rd</sup> November).

**Action:** TB to contact other ringing groups to see if they are doing any public demonstrations.

## 7. Conservation

Conservation Officer's Report circulated prior to the meeting.

Need to keep in touch with BBOWT as they take on responsibilities from West Berks. Council.

BOC has not yet been contacted by the new LNP.

Fobney opening is on Friday 17<sup>th</sup> May at 11am. TB/JLe/RRi will be representing BOC; other volunteers to help man stand welcome.

**Action:** RRe/RRi to liaise regarding a base for the display stand.

Ken Moore liaising with Hadleys over breeding locations of LRP at Burnthouse Lane and Field Farm GPs.

### Conservation Sub-committee

This will consist of the current Conservation Fund Committee with the addition of Tim Ball and Ken Moore. RRi appointed as chair. Formation of the committee approved *nem com*.

**Action:** Conservation Sub-committee to give some thought to their purpose & how they will operate and report back to a future committee meeting.

## 8. Vacancies update

Ongoing. Programme sub-committee needs volunteer to help with organising excursions. Considering getting written guides for the regular trips to help new leaders.

**Action:** All committee members to consider whether they could volunteer for any of the vacant posts or whether they know anyone who would be a suitable candidate. All offers to MT.

## 9. Membership

### Membership Secretary's report

Report circulated prior to the meeting. Some scope for merging QMR and BOC databases – IO to investigate. IO not yet sure why some of the jobs on the Membership Secretary jobs list are necessary.

**Action:** IO to check reason for tasks with Heidi/MT as required.

#### Future of Membership sub-committee

The briefing document circulated prior to the meeting was discussed. It was agreed that there was no need for the sub-committee in its original form. A group is needed to handle publicity and external events, including reviewing the structure of the website. BT volunteered to manage use of social media to promote BOC.

**Action:** BT to produce briefing note for next committee meeting on how the BOC could use social media.

Website needs to be made easier to keep up to date, possibly using content management system.

**Action:** MT to set up meeting on maintaining website with Mike Taylor.

**Action:** MT to put out email to all members asking for help with publicity (especially putting out leaflets) and event coordination.

#### Review of current membership structure

The briefing document circulated prior to the meeting was discussed. It was agreed that the membership structure should be reviewed. Suggestions discussed were:

- Amend constitution to remove all member categories and replace with clause to give the committee power to set member categories as appropriate.
- Retain standing order discount to encourage members to pay by this route.
- Simplify structure to just include standard rate and a concessionary rate.
- Retain student rate. Suggestion that student non-members should have free entry to talks on production of a student card was agreed *nem com*.

**Action:** MT to produce proposal for future meeting.

#### Publicity leaflets

Stocks of leaflets at libraries, reserves, etc. are not being maintained, with either no leaflets available or out-of-date leaflets in some places. Possibly look at producing single-sheet flyer referring to the website for further details.

**Action:** MT to email distribution list to committee to ask all to check for out-of-date leaflets.

### 11. **Change of charitable status to Charitable Incorporated Organisation (CIO)**

Briefing document on pros and cons of becoming a CIO were circulated prior to the meeting. It was agreed *nem com* that this was not suitable for BOC at present, but the position should be reviewed at a future date.

### 12. **Events**

#### Ascot Retirement Fair

It was agreed that we would not be attending this event. The organisers' request for publicity in the newsletter was rejected as not being consistent with the objectives of the BOC.

#### Earley Green Fair

BOC will be attending. It was noted that this clashes with Woolley Firs Bioblitz.

### BBOWT Woolley Firs Bioblitz

JLe will be attending. Need to check whether we would be allowed to have a stand there or whether they just need some birders to help identify species.

### University Bioblitz

To run from 5pm on Friday 7<sup>th</sup> June and all day Saturday 8<sup>th</sup> June. Groups can put up displays Saturday 10-4. There will be short talks on a number of projects and walks for students and public. Agreed that BOC will take part, with a push on the Atlas including a 15min talk. Possible volunteers: RRe, TB.

#### 13. **Reports for consideration:**

##### Atlas Group update

Excellent progress – 3 species accounts outstanding. Content now being passed to Rob Still. Atlas now fully funded and pre-publication sales going quite well with only local marketing. 200 pre-sold to schools, libraries, etc. through funding charities.

#### 14. **Any Other Business**

##### Data Projector

BOC is making increasing use of RRe's data projector and he is unable to guarantee availability on every occasion.

Cost of a suitable projector would be approx. £320 with an estimated life of 5 years. Agreed *nem com* that the BOC should purchase a data project for Club use.

**Action:** Purchase to be organised by Exec. Officers.

#### 15. **Date and venue for next meeting.**

Tuesday 25<sup>th</sup> June 2013 at 7.30pm, Park House University of Reading.