



Berkshire Ornithological Club

Minutes of Committee Meeting

held on Thursday 19th October 2017

Park House, University of Reading

Present: Mike Turton (Chair), Neil Bucknell (President), Sally Wearing (Secretary), Sue Charnley, Jake Bishop, Becky Thomas, Adrian Lawson, Ray Reedman (RRe), Renton Righelato (RRi), Iain Oldcorn, Ted Rogers.

1. **Apologies for absence:** John Swallow, Andy Horscroft, Eleanor Pitts (Treasurer).

2. **Minutes of the Committee meetings held on 29th June 2017**

The minutes were approved and signed with two minor amendments: the action for IO under item 7 should have said "IO to take over editing newsletter from TR and eventually to send out information on events monthly" and item 10 should have said that Derek Barker was preparing the 2014 report, not Derek Barber.

3. **Matters Arising**

Item 14 (30.3.17): Colin Wilson prefers to receive photographs by email. It may be possible to keep a copy of emails sent to him via the BOC website.

Action: RRi to liaise with Jane Campbell about whether copies of emails can be kept.

4. **Formal record of items agreed by email since the last meeting**

It had been unanimously agreed to appoint Sue Charnley as Indoor Meeting Programme Secretary and Jane Campbell as Webmaster.

5. **Treasurer's Report**

The report, draft accounts and budget were circulated prior to the meeting and discussed. EP was unable to attend the meeting. IO said that she wanted feedback on the accounts.

Draft accounts 2016-17: RRi thought there were a few things that needed changing. He felt that the unrestricted and restricted funds should not be merged and shown as consolidated funds, which he found confusing. SW commented that the status of the £2,000 held for Fobney should be more clearly shown.

RRi asked whether the BOC states whether overpayments of subscriptions were considered to be donations to the conservation funds or not. Or could the committee decide what to keep in general funds? IO said it was not explicit. It was possible for people to deliberately give money to the conservation fund, but accidental overpayments could go to the general funds, which RRi said might be preferable.

IO said that EP had now corrected some errors, e.g. the £43 discrepancy.

Draft budget for 2017-18: This was very similar to last year. IO thought that the predicted subscription income was a bit optimistic, and that donations were probably underestimated. RRi said it was difficult to predict the conservation fund income and expenditure. It was agreed that the conservation fund should be omitted from the budget.

IO asked whether it would be helpful to have a five year plan for expenditure from the conservation fund, especially as there will be projects lasting more than one year.

IO asked for the £2,000 for Fobney to be removed from the budget. RRi said it was part of the conservation fund, but earmarked for Fobney.

It was decided that the committee could not yet approve the accounts or the budget without the changes as discussed.

Action: All to email MT with comments on accounts and budget in the next few days.

Action: MT to liaise with EP to finalise the accounts and budget.

6. Membership Secretary's Report

The report was circulated prior to this meeting and discussed. The position was similar to last year, with about 250 out of 300 members having paid. 10 people were definitely not renewing. IO was chasing the others, and thought that about another 20 may not renew. There had been 6 new members during the year.

The CAF alert system had not worked for one person who joined online, however EP had noticed the payment.

IO had drafted a procedure for handling monies taken at Indoor meetings. It had not yet been finalised.

Action: IO & EP to finalise and implement the procedure for handling monies taken at Indoor Meetings.

7. Club Membership Review

The report was circulated prior to the meeting. MT asked that the meeting should focus on three main issues: BOC Aims and Objectives, Finance and Membership, and Talks. Other issues would be discussed at future meetings. These sections of the report were discussed; the comments will be reviewed and incorporated into the report.

Action: All provide any further comments on the report to MT.

Action: RRi to approach Rob Still about producing a booklet on local reserves.

Action: MT to look into publicising leaving a legacy to the BOC.

Action: MT to provide copies of membership forms to SC for indoor meetings.

Action: MT to consider ideas and incorporate into the review.

During discussions about membership, changes to data protection requirements were raised. More information is required.

Action: SW to investigate changes to data protection requirements.

8. Programme Sub-committee report

The report was circulated prior to the meeting. RRe explained how he and SC were going to manage their handover.

9. Conservation Sub-committee report

The report and the minutes from the last meeting of the Conservation subcommittee (3rd July 2017) were circulated before the meeting.

Padworth GPs: the BOC was meeting the Canal & River Trust and Harleyford in November.

Richard Burness was not yet ready to propose any changes to the membership of the BRC.

10. Editorial Board Report

The report was circulated before the meeting. The 2014 and 2015 reports were going well, and the lists should be ready at the beginning of January. Both reports should be printed by the end of the first quarter of 2018.

11. Recording and Reporting Working Group

The report and minutes from the last meeting of the Group (12th July) were circulated before the meeting.

RRi had received some comments from committee members on the new database, and some changes had been made. It was now ready to go live. Marek Walford would remove the password protection, probably next month.

IO asked about the agreement with MW, which the minutes said would go to the BOC committee for approval. RRi had sent it to MT, who said he would circulate it.

Action: MT to circulate information on agreement with MW to committee for agreement.

RRe asked about MW's search for financial support for his website, and whether this would affect the BOC or the database. RRi said the MW preferred individuals to donate.

The recording and reporting working group had now finished its work. RRi said that the group had done a lot in a short timescale. Thanks were expressed to the entire working group.

12. European Breeding Bird Atlas – Sponsorship

The EBBA2 was seeking sponsorship. MT suggested that the BOC should sponsor the tufted duck.

RRe suggested asking members for contributions. RRi said that the Atlas group still had funds and could donate €500 on the BOC's behalf. This was agreed.

Action: RRi & NB to organise sponsoring the tufted duck in the EBBA2.

13. Other Events

Earley Green Fair: RRe reported that the BOC was present, and he thanked RRi, Jane Campbell and SC for their help. It had been worth attending, in order to raise the BOC's profile.

Thanks were given to the RSPB Wokingham and Bracknell group for loaning their marquee.

TVERC Recorder Conference: RRi ran a BOC stand at this in October. There was now a rolling presentation available, which was used at the Conference.

14. Officers

Elections to Committee: there was one vacancy on the committee, as BT had to stand down. Ken Moore was willing to stand for the committee last year, but was not needed.

Action: RRi to ask Ken Moore to see if he was still willing to stand.

RRe suggested that Richard Stansfield might be willing to become the Publicity Co-ordinator, as he was working in the UK again.

Action: NB to ask Richard Stansfield if he would become the Publicity Co-ordinator.

15. Social media

There was little to report. MT said that they had reviewed how people were invited to events on Facebook. This was done automatically by slotting events into their calendars. BOC meetings were pinned to the top of the page. BT said that one of the local RSPB groups and the Early Environmental Group posted their events on our Facebook page. We should reciprocate.

MT expressed the committee's thanks to BT. JB agreed to take on her reporting role.

16. Any Other Business

TR's role on committee: TR said that his primary role had been as the Newsletter Editor. As IO was taking over this role, TR no longer needed to be on the committee as a non-executive member. He therefore stood down. MT expressed the committee's thanks to TR.

It was agreed that the newsletter was useful, and it was good for members who do not participate. TR felt it could be developed further, but that was now up to IO.

Garden Bird Survey: TR proposed that this should cease. TR had not used the data he had and most members were no longer reporting. He had received only 7 reports for last

winter, meaning there was insufficient data to make it worth continuing. More people were doing the BTO's garden bird survey. TR suggested that he should prepare an 'end of term' report, based on the data he did have. This would be a straightforward report, including the major changes seen. If the BOC survey stopped, we should promote the BTO one.

IO said that people liked to do it for fun, which was echoed by SW. TR said we could still provide the forms for anyone who wants to continue. RRI said that Richard Burness might want it to continue, as it might be useful to have consistent information from specific sites e.g. quantitative data from ten different sites across the county. TR said that the data was not good enough and Richard would be better off to approach the BTO for data.

It was agreed to end the survey. MT expressed the committee's thanks to TR.

Action: TR to provide final report on GBS.

Programmes and membership leaflets at indoor meetings: it had been decided to take BOC information to all indoor meetings, but this had not happened. Two people had asked at the previous night's meeting for programmes. MT volunteered to arrange this.

Action: SW to send membership leaflet to **MT**, for him to arrange printing etc.

17. Dates and venue for next meetings

Thursday 11th January 2018 at 8 pm.

Action: JB to book Park House.

18. Appointment of President

RRI left the room before this discussion. NB was due to stand down in January and did not wish to stand again. He had approached RRI who was willing to stand.

The appointment of RRI was agreed unanimously. MT expressed the committee's grateful thanks to NB.

Action: NB to inform **RRI** that he had been appointed as the BOC's President.

Sally Wearing
20th October 2017