



Berkshire Ornithological Club

Minutes of Committee Meeting

held on Thursday 28th April 2022

via Zoom

Present: Robert Godden (RG, Chair), Edwin Bruce-Gardner (EB-G, Treasurer), Jane Campbell (JC, Secretary), Sally Wearing (SW), Iain Oldcorn (IO), Andy Tomczynski (AT), Marek Walford (MW), Renton Righelato (RRi) and Bob Lyle (BL)

Robert welcomed Edwin to his first committee meeting.

1. **Apologies for absence:** Sue Charnley (**SC**) Chris Foster (**CF**), and Neil Bucknell (**NB**)
2. **Minutes of the Committee Meeting held on 13th January 2022**

The last item in AOB will be removed. The minutes were approved and will be signed by **RG**.

3. **Matters Arising and Review of Actions not covered elsewhere**

None

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

Appointment of new Treasurer: A meeting held on March 6th formally appointed **EB-G** as Treasurer. **EB-G** replaces Eleanor Pitts who was thanked for her years of service to the Club. Eleanor wishes Edwin the best of luck and thanks the committee for their support.

Insurance renewal: The Club's insurance with Aaduki, who are now Partners& is renewed for another year.

2017 Annual report: Distribution is complete apart from to a couple of members with unknown addresses.

Birdscapes Booklet: It was agreed to publish this and to print 1000 copies.

5. **Treasurer's Report**

EB-G informed the committee that he would continue with the standard format of the report. He has had several handover calls with Eleanor and bank mandates are in the process of being changed.

IO requested that members are encouraged to add meaningful references to payments made such as: the recent sales of nest boxes; regular ad hoc payments such as when banking monies received at in-door meetings; Direct Bank Transfers by members paying their subs on-line. It was agreed that the wording on the membership renewal form is checked, and **IO** will send a general reminder to our membership.

6. **Membership Secretary's Report**

IO noted the membership profile is unchanged and the average term of membership is 15 years.

Newsletter: Items for the next newsletter are needed by 31st July for publication on August 7th.

7. Publicity and Advertising

No report was received but much work has been done on publicity as part of the BOC Strategy Group.

IO has referred Tracey Garrett to **CF** for help with Instagram.

The Club received two requests for interviews, one came to nothing, but **RG** will do the second.

8. Programme Report

Indoor Programme: The report was circulated before the meeting.

SC has an almost complete programme arranged for the new season. The Strategy Group's suggestion that a talk on surveys should be included was agreed. **RRi** suggested **NB** could do this. It is to be decided if this will be a full evening lecture, or a shorter talk as part of the Christmas event.

RRi noted that **CF** and **NB** need to decide on the joint University/BOC lecture.

RG will deliver the photographic trophy to Brian Winter.

Outdoor Programme: The report was circulated before the meeting.

RG hopes to receive more offers from people willing to lead events. **IO** reported that members were very happy with the walks **RG** led. **AT** asked if leaders must be members and was informed they should be as they need to be covered by our insurance and be aware of Club policies.

BL informed us that the Strategy Group would like our programme to be published to other groups' Facebook pages and this may require a reciprocal agreement. This was agreed and it was suggested **CF** is best placed to publish for us.

9. Conservation-Sub-Committee Report: The report was circulated before the meeting.

RG asked what the aim is for Padworth Lane and **RRi** responded that it is to be set up as a nature reserve managed by a trust made up of the local parish council and the BOC. There was quite a lot of discussion and interest so **RRi** will re-circulate the detailed management plan drawn up four years ago.

RRi reported that the Swift Project is ending and has been a success. Residents in Crescent Road, Tilehurst have asked for more boxes and **RG** suggested that Blackwater valley may have spares.

10. Strategy Group: The report was circulated before the meeting.

SW informed us that the focus on advertising indoor meeting more widely had been successful and will continue. The committee was asked to agree the action plan circulated and did so with a few comments as below:

- **IO – SC** must be paid expenses
- **IO** – advertising in libraries is a waste of time
- Longer lead times for advertising will allow people to plan to attend
- There was a general agreement to a 7.30 start. It was felt this would provide more time to socialise and get to know people. The committee was asked to think this over, so a decision is taken before we publicise next season's programme.
- **IO** asked if the cost implication of offering events free was considered. Will potential new members feel they do not need to join? Will free events be valued? The group agreed to monitor this and reconsider if necessary.

Berkshire Birdscapes Booklet: this is almost finished and will be ready in late May/June. Brian Clews has suggested who it should be sent to and may manage its distribution.

BL believes club members have skills that would be useful and requested that we ask anyone we think could help.

RRi congratulated the group for their work and **RG** thanked the group for their report and action plan.

11. Editorial Board Report: A report was circulated prior to the meeting by **SW** and **RG**

2017 Report: Distributed

2018 Report: After a final edit next week, **SW** will send this to Robert Still.

2019 Report: This report is at an advanced stage and will be proofread once the 2018 report and the Birdscapes booklet are done.

2021 Report: **MW** reported that rarity records have been reviewed and that records from Chris Heard are required. **RG** stated that no deadline for 2021 records is needed yet.

12. Annual Review of Policies

- a. **Asset register:** no changes required
- b. **Reserves Policy:** the costs for the University lecture theatre will be updated by **JC**, no other changes are necessary.
- c. **GDPR documents:** no changes required
- d. **Safeguarding Policies:** these were updated in November; no further changes are needed.

13. AOB

- a. **JC** will publish the Conservation Sub-Group's reports with the Committee Minutes on the website.
- b. **SW** has published links to Ray's ID presentations and talks agreed to be made public on the website.

The meeting closed at 9.45. **RG** thanked everyone for their work and will send flowers to Eleanor in gratitude for her service to the Club.

14. Date of Next Meeting

The next meeting will be on **Monday 4th July 2022 at 8pm**, to be held online via Zoom.

Jane Campbell, 8th May 2022

Suspended Actions

Matters arising: *SW had been given a telescope and tripod by a BOC member who wanted them to go to young birders or, if not, to be used to raise funds for the Club. It had been decided to offer them to Maiden Erlegh School, but this had not yet been possible.*

Action: *RRe to find out whether Maiden Erlegh School want the equipment.*

Publicity and Advertising: *the following actions will be continued when the current government restrictions are relaxed.*

Action: *CF to advertise free attendance in the University and to consider how to advertise in other places.*

Action: *CF to put up posters advertising the BOC at the University.*