

Musselburgh Sub-Aqua Club

**Welcome to
MUSAC's 17th Annual General Meeting
15 February 2012**



Present

Karen Shaw, Iain Shaw, Sandy McPherson, Craig Dugdale, Alastair McLeod, Peter Hanson, Stuart Beaton, George Steedman, Dianne Blyth, Ian Smith, Fiona Smith, Dougie Ritchie, Rhona Ritchie, Kenny Donaldson, Gary Calvert, Dave Rillie, Billy Symington, Dave Carruthers, George Carnie, Claire McMurdo, Fiona Gilfillan, Tom Hares, Rory McLeod

Apologies

Jim Brodie, Colin Forbes, Dennis Ledward, Penny Dutton, Danny Dutton, Alan Ballantyne, Robert Malcolm

Agenda

Chairpersons Welcome	Sandy
Apologies & Adoption of 2011 AGM minutes	Sandy
Diving Officer's report	David C
Pool Training Officers report	Ally
Treasurers report	Karen
Secretary's report	Fiona
Equipment Officers report	David R
Expedition Officers report	Sandy

Questions & Answers to Committee Members

AOB

Committee Stands Down
Committee is elected
Nominees for committee voted in
Date for next committee meeting to be set
Meeting is closed

Chairperson Welcome

Please switch off mobile phones

Questions to office bearers at end of reports, questions one at a time through the chair

Apologies (as above)

Adoption of 2011 AGM minutes & Proposed George Steedman, Seconded by Alastair McLeod

Diving Officers report 2011

1. Thank you to instructors for their help getting trainees through their training pool and open water.
2. Reminder Membership & Insurance has to be up to date with both SCOTSAC and MUSAC for insurance to be covered.
3. Another incident free year diving: two minor items that were followed up and reported through the correct SCOTSAC procedures.
5. There are five open water trainees.

(Reminder: Simulated pool dive is required for all trainees who have not trained for over 6 weeks)

6. Diving throughout 2011: The Club had another successful Red Sea Trip run by Billy. The very popular Friday night boat dives out off St Abbs, plus the usual East & West Coast training dives.

Old sites and trips to be reintroduced i.e. Farne Islands, and Sound of Mull.
Training Weekend in November was a great success with good numbers attending, congrats to all who passed assessments, and thanks to all that helped, in particular the stand-by divers and dive marshals who endured the cold and assisted in getting divers kitted and de-kitting.

7. With Spring & Summer just around the corner for those not been out for a while, come along to the pool and try your kit out before entering open water.
8. Congratulations to the following: Jean-Marc who completed his sport diver award just in time to go to the Red Sea, and Claire and Fiona who also recently completed the sport diver award. Well done to you all.
9. Potential Branch Instructors - Attila Fristaczki and Stuart Beaton will attend the next BI course.
10. Trainees are reminded to badger the instructors to take them out.
11. David stepping down from Diving Officer as he feels he is not able to give 100% commitment, especially through busy work times. Would like to be able to get back and just enjoy diving.

Thanked by all for his work in MUSAC in 2011.

Pool Training Officers Report

1. The training has gone well this year. All trainees are now logging dives in the open water.
2. There are some trainees who will need to do a simulated dive in the pool before they get back into open water training.
3. Alastair thanked David Rillie for organising the equipment in such a way that allows the trainees to get the full hour in the pool.
4. The help from the instructors has been great, both in the pool and open water. I would like to thank the members who have also helped throughout the year fetching and carrying

Treasurers Report

Income 2011/2012

Total Fees received: 52 members paid to MUSAC in 2011/12	£4,267.97
Fees paid by cash/cheque	£2,855.00
Fees directly to bank	£1,412.97
Bank Interest	£2.34
Sale of Regulators	£180.00
Total Income for 11/12	<u>£4,450.31</u>

*plus additional £60.00 in kept in cash float

Expenditure 2011/2012

Pool Fees to date (£59.10 per let)	£2,691.60
Dry Suit Repair (semi-dry, hoses etc)	£30.00
Equipment (new regulators)	£1,835.20
Website	£58.95
Edinburgh Dive (air fills, bottle service etc)	£0.00
Tax on interest	£0.45
Room Hire for lectures/meetings	£205.98
Misc (stationary, printer ink, club t-shirts etc)	£417.67
Total Expenditure	<u>£5,239.85</u>

Cash Float 2011/2012

A cash float for small expenditure items

Cash float opening balance	£73.79
<i>Plus</i> cash income	£50.00
<i>Less</i> cash expenses	£47.48
Closing cash float Feb 2011	<u>£75.18</u>

Membership Fees 2011/2012

- 52 fully paid members for 2011/12
 - 37 paid for full year (@ £75)
 - 10 members paid £25 in advance along with monthly direct debit payments
 - 5 new members paid £25 one off joining fee plus £75 in full
 - Fees by direct debit
 - 10 members paid £4.17 monthly to account *
 - 4 of these members paid additional £25 direct to account
 - 9 members paid full £75 directly to account (including 2 new joiners @ £100)
- * We have two members not renewed membership but still payment monthly DD reminder onus is on individual to stop this if you leave club.

Income -V- Expenditure 2011/2012

Total Income	£4,450.31
Total Expenditure	£5,239.85
Loss	-£789.54

(Reminder - for this year we still have pool fees to pay for February at approximately £236, which would result in further loss)

Opening Balance March 2010	£6,471.85
Loss	£789.54
Closing Balance February 2011	<u>*£5,682.31</u>

**still awaiting February 2012 bank statement to verify closing balance*

Reminder fees for 2012/2013 are due March 2012

£85 one off payment or
£35 one off & £4.17 monthly by direct debit
Accept Cash, Cheque to Treasurer or payment directly to MUSAC bank account
(use your name as reference please)

Proposal to increase fees

Background

- It has been raised at previous 2 AGM's
- Pool Hire Charge continues to increase approx 3% each year for last 3 years
- Membership numbers have reduced
- Need to keep bank float for club equipment maintenance, replacement etc

Proposal

- To avoid fund raising to make up short fall, and keep it fair across all members of club
- Increase fees by £10 to help cover pool hire costs, which equates to 83p per month
- MUSAC fees from 1 March 2012 would be £85.00 per person

Club members present discussed at the end of the meeting. See later under AOB

Secretary's Report 2011

1. The committee has met up six times since the last AGM

Main Topics of meetings have included:

- Diving safety practices (pool and open water)
- Possible Membership fees increase in 2012
- Approval to purchase new equipment
- Hire of club equipment
- The committee introduced a policy that club emails should only be used for Club business.
- Old Resuscitation Annie obtained from the Scouts (AMCL)
- Minutes: of previous meetings have been emailed to members and are available via the website.
- New Regional Coach appointed from ScotSAC - Gordon Young

There is a Contact details update form on the website - please complete this form so we can update contact details to make sure you do not miss out on any club news.

Equipment Officers Report

1. Club Equipment:

- In June last year eight new APEX Regulators were purchased, 2 with A clamp and 6 with DIN fitting (converters available). There are still six sets of regulators for sale from DR, advertised Gum Tree, SCOTSAC/MUSAC. £90 to members
- 6 Cylinders were tested in December with the remaining 2 due their test in October.
- Oxygen cylinder is due test in September. Costs obtained to buy additional O2 set. £375 basic, £620 ? Lottery funding will cover this.
- **A wish list for this year would be to replace the BCD's plus, 2 semi-dry suits, 1 additional oxygen set and 2x first-aid kits.**
- The replacement of the BCDs this year is, there has been feedback that the current BCD's lifting capacity isn't the best.
- Care to be taken when borrowing club equipment. No-one else should take hoses of the club equipment, 2 new rigs have had water into the first stage already, please ask DR to do this.
- Remember & report faults to Equipment Officer.
- Cupboard to be kept tidy at all times, Equipment to be returned to original place.
- Colour code the hoses - ongoing.
- At beginning of trainees training -instructors should emphasize how to look after club equipment.
CD nearly completed the 'Frequent Q&A' sheet for the website and welcome packs that would cover this plus other relevant info.
- There was some flooding in the cupboard that has been sorted by pool/maintenance staff. DR will speak to pool staff re mopping cupboard floor.

Q&A

1. KD When where the regulators for sale last serviced

DR The regulators were last serviced 2008.

2. GS Can the purchase of the semi-drys/BCDs be delayed and see what sizes the new trainees are. Buy new club equipment gradually.

DR The items mentioned are on a 'wish list', and can be bought gradually or not at all

KD Would it be worth looking into lottery funding?

IS Lottery wording needs to be correct as they will not supply the same equipment previously obtained with grant. i.e BCD or STAB jacket already used.

FS How about a sub-committee look into lottery grant?

KD No to sub committee

IS Nominated himself and KD to look into lottery grant this year for BCD/O2 set

3. DC Is there a way to keep a log of how many hours a regulator has been used to reduce service costs
- DR APEX recommends annual service. Would like to work with their recommendation.
- KS Needs to be serviced regularly for trainee use. Peace of mind.
4. GS Was there any money taken for hire or rental of club equipment in 2011?
- DR No monies taken for hire or rental only deposits.
5. CMc Are there alternative cheaper Oxygen set options ie had read about EAN. It just requires an enriched O2 cal - nitrox for instance
- DR Will investigate further.

Expedition Officer's Report

1. Training / diving weekends still very popular as they don't cost much and its good fun staying away for weekend. Good opportunity for trainees.

DR has organised one this February 2012 - Tralee
2. Friday Boat dives will continue this summer. Approx £12.50 for one dive out of St Abbs.

Send a text to Sandy to say that you are diving. I will let you know if there is space and will not contact you again unless the trip is called off. Please acknowledge this message so that I don't have to re-send. The spaces are 'first come first served' basis but it gets confusing if you try and book several weeks in advance or don't book at least by the night before

Trainees need to check with the DO and ensure they have an instructor to take them on the boat. Rescue and shared ascent to have been completed.

All divers will need a reel and a deco bag.

We need at least four on the boat to make it worthwhile
3. Sound of Mull trip - 21/22 July - 24+2 attending.
4. Farne Island trip - September - details to follow - £120 approx each - give names to Sandy
5. Oban training weekend in November (Though not the same weekend as the conference which is in Eyemouth again this year)

Any Other Business

1. IS new layout for website up and running - please refresh your browser for updates for weekends diving and future expeditions. Please email IS with any ideas for website.
2. Committee Stands Down
3. Diving officer - there were no volunteers/nominations for the D.O.s position.

FS Anticipating this response: FS emailed Gordon Young (National DO/Regional Coach for MUSAC) in February about allowing various BI's share the Diving Officer position over the year.

Response from Gordon: In answer to your question, I have no problem with this as in the ScotSAC job descriptions it says that the term of office of the position of BDO is determined by the branch. It would require that every four months you would have to elect a new BDO at committee level.

Hope this helps, but if I can be of further assistance please do not hesitate and contact me.

CMc Diving officer requirements were defined from training book as:

7.3.2 The Branch Diving Officer shall hold at least the Branch Instructor award. Exception to this rule may be made with the approval of the NDC and under the guidance of the Regional Coach. Such persons will be recognised as Acting Branch Diving Officers until such time as they attain Branch Instructor standard.

DC DC said that knowing Gordon Young well, GY would not allow a non-instructor to take on the DO role as there were so many existing BIs in the club.

IS Ian nominated Fiona, FS asked if anyone would be willing to share the role over the year as per Gordon Young's reply (see above) therefore 4x volunteers stepped in to each cover three months at a time.

FS The question was put to any some eligible members in the room if they were willing to take on the role of Diving Officer.

It was acknowledged that AMcL had done a good job with Pool Training Officer and he was asked if he would be interested in doing the Diving Officer.

AMcL AMcL indicated he would be willing to do DO only if personal circumstances allow in the future.

BS Pointed out that there could be no further training in the club if a DO was not appointed.

DC DC agreed to be DO until his work gets busy in May, FS, DoR and CD agreed to do three months each until next AGM in March.

The following has been agreed:

Diving officer for 2011/2012:

David Carruthers	March to May
Fiona Smith	June to August
Douglas Ritchie	September to November
Craig Dugdale	December to February

CM proposed and KS seconded

No Nominations were received for Treasurer

Discussed further and the following were voted on

Ian Smith - Treasurer
IS nominated himself KS seconded

Claire McMurdo - Committee member
CMc nominated herself FS seconded

Karen and David both thanked from all club members for a job well done.

Committee elected for 2011/2012

Diving Officer	David Carruthers (March to May etc as above)
Chairman	Sandy McPherson
Club Secretary	Fiona Smith
Treasurer	Ian Smith
Equipment Officer	Dave Rillie
Expeditions officer	Sandy McPherson
Pool Training Officer	Alastair McLeod
Committee member	Iain Shaw
Committee member	Clare Dillon
Committee member	Claire McMurdo

Date for next committee meeting set for Wednesday 4th April 2012 in Horseshoe pub 7pm
Meeting Closed 8.35pm