

Beach Wheelchairs

Minutes of the Board Meeting 29th of May 2017

Present

Alison Brown (Secretary), Karen Sinclair (Treasurer), Bryony Capaldi, Dave Gibb, and Rosie Hamilton.

Apologies

Melanie Kay, Len Groom, Robin Black and Debbie Gibb

Minutes

Agreed

Matters Arising

BC will pop in on Len to update him and see whether he can return to the group.

		ACTION
1	<p>National Marine Centre AB has sent information to consultant as requested and will continue to liaise with them on behalf of the group. The Board agreed to ask to see any draft document prior to submission on our behalf. AB to speak to Sandra King with regards to the planning process and how to ensure our views are heard.</p>	AB
2	<p>Afternoon Tea MK provided update. AB to source music. MK to collate photos. KS to pay deposit. MK arranging online raffle. MK to invite artists to take up offer of 2 free tickets.</p>	MK, AB and KS
3	<p>Ramp For information the feasibility work has been completed and we hope to get a copy of the study soon. AB to forward details of the upcoming North Berwick charrette and encouraged people to attend to talk about wider accessibility issues.</p>	ALL
4	<p>Finances and Accounts AB to do Trustee's Report that is attached to accounts. KS has finances well in hand and has arranged auditor as required. She intends to present accounts to the Board late summer. AB to change contact details with HMRC to Karen There has been some delay in paying in cheques due to CAF bank process but all sorted now. AB to inform Musselburgh Ladies Links who were questioning delay.</p>	AB KS AB AB
5	<p>Volunteers Rosie will speak to High School volunteers to initially check correct email addresses. She will also speak to them about potentially using Facebook messenger instead. AB to check all volunteers have rights to access Google Calendar. Board agreed on Volunteer get together Thursday 8th June 6-8pm BBQ on the beach. BC to organise. Email to be sent and text messages. Wet weather venue to be found – possibly community centre? DG to speak to Debbie about possibility of manning booking phone.</p>	RH AB BC DG

	Need to communicate to all volunteers that if the weather is nice would be good if they manned the Beach Hut. Responsibility of the booking line to encourage this?	BC/ MK and AB
6	<p>Equipment MK had requested the board consider a longer length hippocampe. This can't be purchased separately. Board agreed to find out cost for purchasing a complete longer length hippocampe and rent a Harbour Trust Beach Hut for the summer months. AB to investigate and come back to the Board for approval via email.</p> <p>AB to double check the size etc of the sling we have for training purposes. AB to ask insurers whether the sling that we have with the hoist can be used by customers so long as we don't fit it.</p>	<p>AB</p> <p>AB</p>
7	<p>Three Islands Sail Ran out of time for this item as AB had hire</p>	

Name _____ Signature _____ Date _____

Date of Next Meeting Monday 19th June from 9.30 at the Marine MacDonald Hotel.