



Kendal & Lakes Sub-Aqua Club (Branch 0546)

Minutes of Committee Meeting

Tuesday 15 May 2012 at Croppers Boardroom, Burneside.

Present:

Mark Littlewood	Chairman
Gary Davis	Try Dive Co-ordinator
Paul Fry	Diving Officer
John Denman	Treasurer
Brian Loader	Equipment Officer
Lucy Rutherford	Club Secretary

Apologies

Naomi Fisher	Welfare Officer
Sean Taylor	Committee Member
Debbie Davis	Committee Member
Russ Curwen	Committee Member

Item	Discussion
1 Minutes of last meeting	The minutes of the previous meeting were read and approved.
2 Matters arising from last meeting	<p>Action: Brian Loader to speak to Tim Farron about availability of pool for try dives and the general issues surrounding services provided by the Leisure Centre. – Action Closed.</p> <p>Action: Paul to review the BSAC website template against our website and identify any potential improvements to our website. Noting that Paul won't have time to do this for a couple of months. - Ongoing</p>
3 Secretary's Report	Nothing to report
4 Treasurer's Report	John presented updated forecast, see Table 1. Current club membership stands at 65 on BSAC spreadsheet.
5 Diving Officer's Report	See Appendix 1.
6 Equipment Officer's report	<p>The new O2 blending system has been installed by Sean Taylor. The committee thank Sean for installing the new system. It was also discussed and agreed that the compressor silent dump should be moved outside the compressor house (action).</p> <p>Brian to check and service regulators as required over the summer including fitting new mouthpieces (action). Brian has got new filters for the compressor and will install when required (action). The club cylinders will also require testing over the summer (action).</p>
7 Try Dive Co-ordinator's report	Nothing to report.
8 Welfare	Nothing to report.
9 Website	Lucy has added the committee meeting minutes to the website.
10 Social Events	<p>The next social event currently organised is a pizza night on the 28th July following the steam gathering, which is also being organised by Gary.</p> <p>Brian & Karen and Naomi and David may also hold bar-b-ques over the summer.</p>
11 Grant Award	<p>Gary noted we were mentioned in June Scuba Magazine.</p> <p>The King Blender has been installed (see above). The system now needs to be connected to the O2 supply. Gary to contact SMP and Dave Mason about the best way to connect the O2 supply. We may have some spare O2 compatible</p>

Item	Discussion
	<p>pipe in the compressor house.</p> <p>Following connection of the O2 to the compressor. Gary to generate new operating instructions for the new blending system (action).</p> <p>Brian has the new Trimix analyser.</p> <p>The grant application included money to buy a midi booster pump, this may not suit our needs. Gary to get more info on midi and mini booster pumps for consideration at next committee meeting (action).</p>
<p>12 40th Birthday Celebrations</p>	<p>The Carus Green Golf Club has been booked for the 1st December.</p> <p>The committee discussed menu options and selected the following menu choices: -</p> <ul style="list-style-type: none"> • Starters: Soup and Prawns • Main Course: Chicken and Venison (a veggie option is also available) • Pudding: Sticky Toffee Pudding and Cheesecake <p>Brian to email the Carus Green with menu options (action).</p> <p>Invitations were discussed. It was agreed that Gordon would provide a single point of contact for invitees. All to identify any contact details of ex-members we would like to invite to the party (action). Mark to produce wording for invites (action). Invites to be sent out in mid-June</p> <p>The committee decided on a ticket price of £20 per head.</p> <p>The committee decided to ask John Boardley to provide music for party, Mark to contact John Boardley. Since meeting Mark has booked John Boardley for the 40th Birthday Celebration. Paul to contact Paul Rose to confirm if he will be a guest speaker at the party (action).</p> <p>Gary to get party and 40th Birthday celebration put in Scuba Magazine (action).</p>
<p>12 AoB</p>	<p>To consider adding helium to blending system for Sept and Oct. It was agreed to get a bottle of helium in time for the proposed Trimix course. Paul to produce a costing for continued supply of helium after this time (action).</p> <p>To consider standardising to 30 metres both the need for a written dive plan and use of pony/redundant air supply. This proposal was discussed and it was decided to update the diving standards to make it compulsory to have a written dive plan and redundant air supply for dives deeper than 35m. It was also decided to make in compulsory to have a written dive plan for planed decompression dives. (Action)</p> <p>To consider everyone doing an annual safety skill, i.e. lift and recovery. The committee thought that it was a good idea to practise safety skills. It was decided that Tim should organise an annual skill review (action).</p> <p>Publicity for Club. Mark asked Gary to act as press officer for the club, which Gary agreed to. It was decided to produce press releases for life time awards and making Paul Rose club patron (action).</p>
<p>13 Next meeting</p>	<p>Cox and Allen Offices, 7:30 pm 12th June 2012</p>
<p>14 Summary of Actions Arising</p>	<p>Action: Paul to review the BSAC website template against our website and identify any potential improvements to our website. Noting that Paul won't have time to do this for a couple of months.</p>

Item	Discussion
	<p>Action: Brian to organise the moving of the compressor silent dump outside of the compressor house.</p> <p>Action: Brian to check and service club regulators.</p> <p>Action: Brian to fit new filters to the compressor.</p> <p>Action: Brian to organise testing of club cylinders.</p> <p>Action: Gary to contact SMP and Dave Mason about the best way to connect the O2 supply.</p> <p>Action: Gary to produce new compressor operating instructions for use of the new blending system.</p> <p>Action: Gary to get more info on midi and mini booster pumps for consideration at next committee meeting.</p> <p>Action: Brian to email the Carus Green with menu options</p> <p>Action: All to identify any contact details of ex-members we would like to invite to the 40th Birthday Celebrations.</p> <p>Action: Mark to produces wording for invites for 40th Birthday Celebrations.</p> <p>Action: Paul to contact Paul Rose to confirm if he will be guest speaker at the 40th birthday celebrations.</p> <p>Action: Gary to get party and 40th Birthday celebration put in Scuba Magazine.</p> <p>Action: Paul to produce a costing for continued supply of helium after this time.</p> <p>Action: Paul to update the diving standards to make it compulsory to have a written dive plan and redundant air supply for dives deeper than 35m and to make in compulsory to have a written dive plan for planed decompression dives.</p> <p>Action: Tim Walker to organise an annual skill review.</p> <p>Action: Gary to produce press releases publicising life time club memberships and making Paul Rose Club Patron.</p>

Table 1 Kendal and Lakes Accounts

Kendal and Lakes SAC

	09 May 2012	Actual Year Aug-11	Forecast Year Aug-12	Change	Change
		£	£	£	%
Income					
BSAC		2053	2188	135	7
Membership fees		2960	3405	445	15
Training		1990	2090	100	5
Air/Compressor		0	205	205	
Nitrox		-1	0	1	-100
Try Dives		80	90	10	13
Donations		0	10020	10020	
Fundraising Events		1237	120	-1117	-90
Boat Dives		0	0	0	
Kit Hire		0	16	16	
Compressor Fund		0	0	0	#DIV/0!
Interest Received		2	178	176	8730
Miscellaneous		-134	0	134	-100
				0	
Income		8187	18311	10124	124
Expenditure					
BSAC Membership		2053	1957	-96	-5
BSAC Shop		870	0	-870	-100
Instructor Rebates		400	633	233	58
Training		144	1039	895	622
Nitrox		0	9	9	-3433
Insurance		1085	1237	152	14
Rates/Rent		576	639	63	11
Pool		2355	1627	-728	-31
Kit, repairs, etc		158	10811	10653	6727
Oxygen		206	175	-31	-15
Admin		0	42	42	
Fundraising Events		365	131	-235	-64
Donations		0	0	0	
Petty cash		-1	0	1	-100
Miscellaneous				0	
Expenditure		8212	18300	10089	123
Surplus/(Deficit)		-25	11	35	-144

Forecast for year to August 2012 includes no revenue from the July 2012 Steam Fair

Balance Sheet

	31 Aug 2011	Move	Current date
	£	£	£
Deposit Account	12427	173	12600
Current Account	2089	5541	7629
Cash	14516	5714	20229
Debtors	-1224	1224	0
Creditors	1517	-6927	-5410
Working capital	293	-5703	-5410
Net assets	14808	11	14819
Surplus/(Deficit) for YTD		11	11
Surplus/(Deficit) at previous year end	14808	0	14808
Net assets	14808	11	14819

Appendix 1: Dive Officers Report – April 2012

Dives

Date	Venue	DM	Divers	Minutes	Notes
Sunday 1 st April 2012	Capernwray	Dave Fisher	6 6	230 200	
Wednesday 4 th April	Capernwray	Dave Skinner	4	112 108	Reanne & Olivia OO2 & OO3
Sunday 8 th April	Bailiff Wood	Toby	8	237	Toby DL
Saturday 14 th April	Capernwray	Paul Fry	10 11	360 224	Dave Harvey, Julia Salisbury, Terry & Caroline Peet Passed Buoyancy and Trim Workshop Reanne completed Ocean Diver
Sunday 22 nd	Balliff Wood	Mark Littlewood	8	310	
Sunday 29 th	Windermere Vospa	Paul Fry	5	136	Cancelled Blake Holme due to inclement weather. Brian suit failure.

Training

Buoyancy and Trim Workshop

Dave Harvey, Julia Salisbury, Terry & Caroline Peet Passed

Ocean Diver – Reane Harvey –Qualified

Pools sessions continued with Lorna, Andre & George completing pool training

Christine & Lisa to complete at Belsfield

Planned Training

Completion of OD for Lisa, Christine, Lorna, Andrew and George

ADP 19th May for Dave Harvey, Matt, Chris Simm, & Lucy

July –Theory & Sheltered Water Training for SDC- Mixed Gas Diver with Phoenix

Sept/Oct Mixed Gas practical at NDC – Paul , Dave Harvey, Brian, John, Ian Ellison, Tim, & Matt

Incidents

Minor Incident with Dave Fisher using foot to break the fall of cylinders.

Student Status see attached



Ocean Diver

Sheltered Water

- OS1 Begin Diving
- OS2 Basic skills
- OS3 Developing Skills
- OS4 Beyond Basics
- OS5 Safety Skills
- Swim Test

	Olivia	Reane	Lisa	Lorna	Christine	Andrew	George	Ewan	Mark Bland
			14/2 ML	14/2 BL	6/3 ML				
				13/3 Liz S					

Open Water

- OO1 First Open Water
- OO2 Second Open Water
- OO3 Third Open Water
- OO4 Fourth Open Water
- OO5 Fifth Open Water

Theory

- OT 1 Ocean Diver Training
- OT 2 Diving Equipment & Signals
- OT 3 The Body and Effects of Diving
- OT 4 Planning to Go Diving
- OT 5 Going Diving
- OT 6 What Happens If
- OT 7 Enjoying your diving.
Exam

				7/2 AGD	7/2 Dave S				
		15/2 AGD	15/2 AGD	15/2 AGD					
		28/2 AGD	28/2 AGD	28/2 AGD					
		6/3 AGD	6/3 AGD	6/3 AGD					
		13/3 AGD	13/3 AGD	13/3 AGD					



Sport Diver Summary

- OT4** Planning to go diving
- SP1 Assistant Dive Manager
- SO1 Diver Rescue
- SO2 Use of SMB
- SO3 Simulated Decompression Dive
- SO4 Compass Navigation & DSMB Deployment
- SO5 Dive Leading and Basic Skills Review
- SOR-O Refresher
- SS1 Rescue Skills
- SP1 Dive Marshall Assist

Theory

- ST1 Sports Diving
- ST2 Diver Rescue
- ST3 Equipment & Techniques
- ST4 Deeper Diving
- ST5 Breathing Gas Planning
- ST 6 Going Diving
- Theory Exam

Dan	Sean	Amber	David	Eloise
n/a	n/a	n/a	n/a	n/a

Chris Sandra

Chris	Sandra

