

Minutes of CANI Council Meeting 11 September 2006

Attendance: Stephen Craig, David Boyle, David Maxwell, Jim Seymour, Malcolm Kerry

Apologies: Rodger Hamilton, Mike McClure

Minutes of last meeting: These were agreed.

Matters arising from minutes: Flyers carried forward to next meeting

Member Survey: The same survey has been used for some years now. After discussion it was decided to shorten it to a one page version for this year and to print it on the back of the membership form. [Stephen](#) will circulate a copy of the last survey to all Council Members so they can consider what questions to include this year. The final questions will be selected at the October Meeting. Two areas that were considered important for inclusion were a, which canoeing discipline are members active in and b, Use of areas which are being or have been developed for canoe trails.

AGM: Before the discussion on the date and venue for the AGM, Stephen stated that he would not be able to attend the AGM next year. He also stated that as he will be out of the country for a large part of the year he will not be standing for election to any post.

It was decided after discussion that the AGM would be held on 22 January 2007 and the location would be The Arches, Randalstown (same venue as last year). [Davy Boyle](#) to book the venue.

There was a discussion on how to attract more members to stand for posts. It was suggested that we need to bring in more people from both clubs and squads. Stephen said that SCNI were changing the way Squads are funded. In future SCNI state that there will be one application for all Canoe funding.

Membership fees: These will be looked at next month and the new rates set for 2007. A reminder of the advantages of DD will be put in the September Newsletter. It was agreed that the difference of £4 between DD and non DD membership will not be reduced when new rates are set.

Yearbook 2006: The yearbook has been distributed. Members seem happy with the presentation. One comment was received by Council regarding the suitability of one of the adverts. This was discussed, Council felt the advert was acceptable but noted that future adverts should be checked for suitability.

Yearbook 2007: The time to start the next yearbook is here. [Jim](#) offered to source adverts. Rates to be kept the same as last year ([Stephen](#) to send rates to Jim). [Davy Maxwell](#) to coordinate yearbook ([Stephen](#) to send copy of last version to Davy).

Calendar: After discussion on how to get the event dates early to allow production of a calendar at the start of the year, it was decided to send a letter to clubs offering them the equivalent date in 2007 as their event ran in 2006. Where there was more than one event on a day, we will try and get one event to move.

Photo Comp: This year's winners have not received their prizes. [Stephen](#) will get the vouchers and distribute them. Next years competition will be judged at the AGM BUT all entries MUST be in by 1 December 2006. To be promoted in the Newsletter.

Lower Bann Challenge: After a slow start entries are now being received by the office. Matt has asked for support for fuel costs in collecting and delivering the Voyager boats. This was agreed by Council. Matt has also asked for a contribution towards his costs and those of other CAAN staff who have been working on this project. It was agreed that Council will look at this when the event is over and we see how much money has been received.

Health & Safety: Two reports of trees down across popular paddling rivers (Bann and Lagan) have been received and will be publicised in the Newsletter and on the web.

As an organisation we need to look at our risk assessments. For the office we should have a risk assessment, [Malcolm](#) will send a template to Stephen for developing. For other activities we need to promote the need for risk assessments and for CANI events clubs should have written assessments and Council would have the right to request these. This will be discussed further at the October meeting.

Correspondence:

A letter has been received from an affiliated club asking for advice and assistance in recovering money owed to it by a past officer of the club. After discussion a reply was drafted to the club.

A letter was received from Strabane District Council asking if they could assist with any Olympic projects. This letter has been forwarded to the Polo squad who are working on a project at present.

A letter was received from Donaghadee Sailing Club, they are at stage 2 lottery funding and want to develop a joint plan for kayaking – [Davy Maxwell](#) to contact them.

A letter was received from DSD reference new web site database – [Davy Maxwell](#) to follow up on this.

We have received invitations to the Sports Facility Construction Exhibition @ King's Hall 10/10/06

A letter was received from Ulster Angling Federation Ltd. Commenting on a canoeing code of conduct, [Stephen](#) will follow-up on this and draft a reply.

Staff Review: Stephen said he had completed a review with David Bell. Although most things were going well the review highlighted some issues which Council could improve. This was discussed by Council.

Office: It was also agreed that if missing or wrong paperwork for courses is not corrected within 4 weeks of being received in the office the course paperwork will all be returned to the course director and the candidates notified to contact the director as CANI cannot process the course.

Jim Seymour had to leave at this point

Equity: [Stephen](#) is putting together a Equity Policy pack for submission to the Equity Forum. [Davy Boyle](#) said a new club had been formed on the Newry / Armagh area for people with disabilities. [Davy](#) to forward details to [Stephen](#).

Office:

Change address on prepaid envelopes for return of membership form to River's Edge ([Stephen](#)).

David has asked for CANI to fund a training course on web development in East Antrim Institute.

Council agreed to pay the course free and to pay him travel expenses.

David will attend the Lower Bann Challenge – he will be paid for this.

David will be on holiday week beginning 9 October.

Website: This item has been put over to next month.

Finance:

We are still waiting payment of the grant for Jan-Mar 2006 (last period of last year). As this has not been paid SCNI cannot pay out any of this year's grant. We are up on profit compared to last year. We have not drawn down any money other than for David's wages. Coaching need to plan and publish an activity calendar for this year.

Council need to get the development officer in post ASAP. [Stephen](#) said due to his earlier announcement he no longer has an interest in this post. After discussion it was decided that [Stephen](#) will take on the Chairman post for the employment sub committee.

Meeting Closed