

Notes and Agenda for the meeting of Bluefriars Trustees at Monkton Combe School 26th November 2016. **Comments on last years minutes in red**

The morning meeting (financial matters) will take place in the conference room (just inside the portico entrance by the old tennis court) at 1100.

The Principal has kindly offered to give us lunch and hopes to attend part of the meeting.

The afternoon meeting will follow lunch.

If there are any important agenda items not listed below please let JMB have them and the agenda will be updated – deadline 18th Nov 16

Minutes of the meeting of Bluefriars Trustees at Leander Club 23rd October 2015

Present: Julian Bewick, Godfrey Bishop, John Clark, Rosemary Coates, Fergus Murison

Attending for part of the meeting: Steve Williams

Apologies: Peter Bossom, Alex Partridge, Julius Caesar, Rowley Douglas

1. Our independent examiner of accounts, George Savage, was reappointed.
2. A decision on the reappointment of our financial advisor, Simon Temple-Pedersen, awaits a report from him about our investments in the past year - particularly those investments which have made a loss. (JMB to arrange the report, to then be seen by all. A decision will then be made by email). - **FWM + JMB had discussions with STP and sent conclusions to the other trustees**
3. Matt Wells report
4. There will be two local meeting a year, to which all trustees will be invited, plus an annual meeting that all are requested to attend. Email will be used to make decisions throughout the year, with the decisions ratified at the annual meeting. **Two meeting held. Decisions were made via email, however a definitive list of those decision is not available as this is written.**
5. More trustees would be welcome, particularly another woman. (Suggestions are Gen Bailhache – to be followed up by FM, and Chris Cooke, to be followed up by John C?) **Gen Bailhache has become a trustee**
6. Monkton Bluefriars Head Race: Next year Matt Wells will take over from JMB running the event. JC can perhaps organise parents to be 'watchers'. We will welcome help from Avon County in Matt's first year in charge. A post race review will decide if further changes are required. **JMB stayed on as secretary; PGB took over entries and results and MW acted as secretary on the day of the race. JMB assisted PGB on the day and needs to drop other duties in the future. MW has agreed to take over as secretary from now. The race is popular with the competitors and it would be a shame to drop it.**

7. Thanks were expressed to JC for his help in improving information sharing and parental support.
8. The Leander dinner will be attended by 48, with Henry Bailhache- Webb as the speaker.
9. Local events should be encouraged. JMB to discuss with MW if Bluefriars can assist with any of this. **No progress made.**
10. Membership of/recruitment into Bluefriars was discussed at length. Presently only about 100 of the over 500 who have contact with Bluefriars are members. It was decided that current pupils and/or their parents should be recruited annually at the time of the main rowing camp. A letter explaining the role of Bluefriars and its contribution to rowing along with a standing order form will be included in the information pack sent out to parents. Additionally we will send a letter to all those who receive the newsletter requesting that they join for a minimum £10.00 per annum if they want to continue to receive the newsletter. **Three different letters were sent out to BF members in December, according to their age and donation record. The result was a small number of new donors. GWB & JMB are working on the 2016 newsletter and recommend that this decision is relaxed for one more year, but that newsletters should not be sent out to overseas non-donors.**
11. National schools will be at Dorney Lake this year, which means it will be more expensive to attend.
12. Rowing out of school term/hours is to be encouraged. Possible to row under Bluefriars name. Who will instigate and organise? **No progress made.**
13. Bluefriars will fund a new tent to be used at regattas. **Tent has arrived and is very popular.**
14. Should there be an honours board in the rowing centre, listing those who have rowed internationally and for their country? **Not in place, but in mind.**
15. Can we install a toilet at Dundas? RC to follow up. **To be discussed at this meeting.**
16. A record of rowing ability/achievement is very useful for students (especially girls) applying to universities in the USA. Should we make more of this? **Should be mentioned to the new principal who hopes to attend part of this meeting.**
17. JMB, again, flagged his need to be more supported in the running of Bluefriars. **JMB hopes to new about new help at the meeting.**

Comments on 2015/2016 accounts – all look healthy.

Gift Aid	Down a bit – a few people have dropped out, but to make up for it some young people have joined in, in some cases very generously.
Tax refund	We only put in one claim this year, the £606 and expect a further £1200.

Operating Activities This is less than usual because payments for the training camp were made via school.

Investment Income Up slightly from previous years.

MNK Grants Bursary of £3000 is being regarded as a loan by the parents.

GB was to support Olivia Caesar at Anglo-French match

(France) was in fact training camp in Belgium which was very much more expensive than usual. Matt says it will be cheaper this year.

Other grants The £2280 paid on tree surgeon was money well spent.

£500 to St John's Durham was at the request of an ex-Monkton captain.

£6500 to AVN for a four was mostly from their fund.

Special funds At the beginning of the year we were committed to approx £10,600. During the year Avon were given about £6500 and at the end of the year the commitment was down to £5,200.

Capital The value of our investments rose during the year from £173,000 to £195,000 and the amount committed in funds was reduced by approx £6000.

Provisional Agenda

Apologies

Review of minutes

Review of accounts – (Portfolio reviews are available)

Appointment of independent examiner of accounts

Appointment of Financial Advisor

Insurance for Trustees

Criteria for awarding grants

Meeting with Principal

Report from Director of Rowing

New Treasurer

AOB