



Putney SAC Committee Meeting Minutes

Meeting Date:
3rd February 2020
Prepared by:
Ellie Dutton

Location:
Michals House

Attendees:	Position:
Cameron Blackwell	CB Chairperson
Helen Lacey	HL Social Secretary
Ellie Dutton	EBD Secretary
Emma Spring	ES Training Officer
Nick Levesque	NL Boat Officer
George Davidson	GD Membership Officer
Michal Benko	MB Diving Officer
Sarah Turpin	ST Treasurer
Stephen Turner	ST Treasurer
Mark Glowrey	MG Equipment Officer

Apologies
Stephan Khoury SK Communications officer

Ref	Item	Action	Due
01	Chairperson		
01.1	Welcome to tonight's committee and apologies from those absent.	-	-
		-	-
02	Diving		
02.1	Good coverage of trips over the year. Excel sheet needs to be up to date as does the web page calendar – need one source of upcoming dive trips. Stephan to email those that are down as organisers – MB has emailed SK excel sheet to put trips into website calendar	SK	-
02.2		-	-
02.3		-	-
02.4			
02.5			
02.6			
03	Training		
03.1	Need to do rescue skills refresher for instructors – can do as peer review good to have Advanced Instructor on the side. Can use Assistant instructors as casualties – ES to look into scheduling in	ES	-
03.2	It would be good to do first aid for divers training – could invite HYC. Need someone qualified to teach it.	-	-
03.3	Trip cost sheet completed. Transportation costs to be set out at the beginning of a trip where needed (big training trips). Normal	-	-



	practice of car sharing applies for normal trips/training trips less than 1 car.		
03.4	Rebreather try dive in Feb, pool games in March		
03.5	Only a couple of members that currently need ocean diver training, the main focus of 2020 is Sports Divers	-	-
03.6	Sports divers pool sessions and cross overs mostly complete		
03.7	Instructor night planned for March	-	-
<hr/>			
<hr/>			
04	Membership		
04.1	A few members have not renewed their memberships – George has contacted those who don't pay by direct debit about renewal.	-	-
04.2	George has sent BSAC a list of those that aren't members anymore	-	-
04.3	George needs to update BSAC with committee member names	GD	
04.4	Sense check member qualifications with BSAC	GD	
04.5	Chase people to sign up for my BSAC system	GD	
<hr/>			
<hr/>			
05	Equipment		
05.1	Cylinder 8 has been tested	-	-
05.2	Inventory of kit complete		
05.3	1 outstanding scuba pro reg which NL has. Action to be brought back to the pool	NL	
05.4	2 regulators have been replaced – aim to have 6 working sets of kit at the pool. We are pretty much there	-	-
05.5	O2 kit 2 years out of date – needs servicing. Mark to reach out to John H over getting this serviced	MG	
05.6	Decanting hose has been donated by Steve G for extending time between fills at the pool		
05.7	Would be good to buy an XS rather than S when comes to replacing Small BCD's to fit smaller people in the club		
05.8	Combination locks have been replaced, but same code applies		
05.9	Treasurer to transfer money back to Mark for regs and fills	ST	
05.10	BCD's to be more clearly marked with Putney symbol	ML	
<hr/>			
<hr/>			
06	Treasurer		
06.1	Planning to Set up account with Aquanauts – need to be clear what is and isn't allowed on the account. Proof of Putney Membership on BSAC card. Just air fills of club cylinders to be on the account.	ST	-
06.2	Stephen set up system to send out invoices	ST	-
06.3	George and Stephen to go through membership list	GD/ST	-
06.4	Common renewal date not needed. Simpler to do annually. Would like to abandon Common renewal.	ST	
06.5	Michal and Treasurers to finish the audit	MB/ST	
06.6	Need to Pay for boat storage at HYC	ST	
<hr/>			
<hr/>			



07	Communication		
07.1	Past trips have been added – future trips to be on one dive trips page	SK	
07.2	Training trips and socials to all be in one page	SK	
07.3	Committee pics need to be sent to SK by new members	All	
07.5	Instagram feed to be on the website	SK	
07.6	Instagram and FB accounts to be linked	HL/ES/SK	
07.7	Email address on Instagram to be changed to Putney	ES	
07.8	Stephan to get in touch with those that are organising trips to put on the website as per 02.1	SK	
07.9	Reinstate newsletter – Stephan to action (sorry)	SK	
<hr/>			
08	Boat		
08.1	Boat needs new flagpole	NL	
08.3	The antenna is broken and needs fixing	NL	
08.4	Rewiring actions need to be done, do we need to rewire completely? General consensus is that it would be good to have done → NL to get a quote	NL	
08.6	Seat needs fixing	NL	
08.7	Nick to come up with dates for boat fixing weekend 14 th March?	NL	
08.8	BSAC Thames boat run – Emma to find out more	ES	
08.9	Michal still chasing for trailer extending arms	MB	
<hr/>			
09	Socials		
09.1	Pool Games to be 10 th March – Arab boy afterwards	HL	-
09.2	Friday Games night 7 th Feb		-
09.3	7 th April Putney Pies	HL	-
09.4	Cam to organise underwater rugby	CB	
09.5	George to potentially arrange beach clean on April Swanage trip in large surface interval	GD	
<hr/>			
10	AOB		
<hr/>			
	NEXT MEETING - Monday 23 rd March @ Emma's	All	