



# Putney SAC Committee Meeting Minutes

**Meeting Date:**  
18th May 2020

**Location:**  
Virtual

**Prepared by:**  
Ellie Dutton

**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 Turpin	ST	Treasurer
Mark Glowrey	MG	Equipment Officer
Stephan Khoury	SK	Communications officer

**Apologies**

Ref	Item	Action	Due
<b>01</b>	<b>Chairperson</b>		
01.1		-	-



		-	-
<b>02</b>	<b>Diving</b>		
02.1	Michal has discussed pool sharing with Gill (ex-London Regional Coach) and posted on London regional Facebook page. Need to find club to share with. Michal to reach out to Aquanauts.	<b>MB</b>	-
02.2	George to get a list together of clubs within commuting distance of the pool.	<b>GD</b>	-
02.3	Another option is to go to 3 out of 4 days a month	-	-
02.4	Action to set up meeting to discuss further	<b>MB/CB</b>	-
02.5	A point was also raised to start using RIB cash reserves to cover costs	-	-
02.6	Treasurer to see how much extra it would cost in terms of membership fees to cover paying 75% of pool fees (approx. £20pp)	<b>ST</b>	-
2.7	Will follow BSAC feedback guidelines on diving	-	-
<b>03</b>	<b>Training</b>		
03.1	Running out of lecture topics - photo editing, SDCs. Trip reports - 15 mins per site Emma to gauge interest and see if anyone is willing to give lectures.	-	-
03.2	Would be nice to reach out to some our newer members. George to send list and Cam to contact.	<b>GD</b>	-
03.3	Completed all sports diver and dive leader training virtually and now organising exams	-	-
03.4		-	-
03.5		-	-
<b>04</b>	<b>Membership</b>		
04.1	39 paid members	-	-
04.2	Emailed BSAC about left members	-	-
04.3	4 members who are overdue since end of Feb George to ask if they want to stay members post lockdown and feedback to Emma	-	-
04.4		-	-
04.5			-
			-



<b>05 Equipment</b>			
05.1	Mark to follow up on servicing O2 kit	<b>MG</b>	-
05.2	Unable to check kit currently as the pool is closed	-	-
05.3		-	-
05.4		-	-
05.5			
<b>06 Treasurer</b>			
06.1	Cam to draft clause regarding membership refunds for constitution	<b>CB</b>	-
06.2	HYC have been paid	-	-
06.3	No invoices from pool since 3rd week in March	-	-
06.4	Put in journals to split membership payments	<b>ST</b>	-
06.5	March invoices in process	-	-
06.6	£20pp increase in fees would cover increase to paying 75% of pool costs. Would need to be considered at AGM	-	-
6.7	Final Audit report to be sent to Michal	<b>ST</b>	-
<b>07 Communication</b>			
07.1	Updated the pool training and trip reports	-	-
07.2	Updated the boat page	-	-
07.3	Added Instagram feed on side bar	-	-
07.5	Added password protected members only page - password is Putney20	-	-
07.6	Stephan to change template to make the website more user friendly. Will be down for a couple of hours and send out new templates for us to vote on.	<b>SK</b>	-
07.7	Stephan to send email to club asking for videos and photos - to be added to dropbox to add to website	<b>SK</b>	-
07.8	Helen and Emma to send social and training recap of lockdown activities	<b>HL/ES</b>	-
07.9	Stephan to add 'lockdown' presentations to website on password protected area	<b>SK</b>	-



<b>08</b>	<b>Boat</b>		
08.1	Nick has found light board	-	-
08.2	Nick to check on rib next weekend and fix seat	-	-
08.3	Nick to follow up on wiring quotes/options	<b>NL</b>	-
08.4	Michal has chased trailer company - no response	-	-
08.5		-	-
<b>09</b>	<b>Socials</b>		
09.1	Sarah's quiz, Netflix night coming up, another games night	<b>HL</b>	-
09.2	Need to send emails out further in advance for socials and lectures	<b>HL</b>	-
09.3	Socials to be approx every 3 weeks	<b>HL</b>	-
09.4			
09.5			
<b>10</b>	<b>AOB</b>		
10.1	Zoom good choice of platform for club zoom Brian to help set up calls	-	-
10.2	Discussion over recording virtual dive training lectures, general preference against recording these. Aim to set up virtual FAQ session before exam.	<b>ES</b>	-
10.3	Discuss dive planning in next meeting	-	-
<b>11</b>	<b>NEXT MEETING 6th July 7:30pm</b>	<b>All</b>	-