

**Dart Sailability Group (DSG)**

**Trustee Meeting Wednesday 14 July 2021 at 2.00pm**

**Held electronically on Zoom**

**Minutes**

1.	<p><b><u>Attendance and Apologies</u></b></p> <p><u>Present</u> Neil Strevens (NS) Chair Ian Wakeling (IW) Principal Anne Blood (AB) Mike Pleass (MP) Juliet Prentice (JP) Stuart Saunders (SS) Kate Graeme-Cook (KG-C) Minutes David Lewis (DLe) Christopher Sumner (CS) Paul Wyman (PW) Robert Boyd (RB) Derek Lowe (DL)</p> <p><u>Apologies</u> None received</p>	
2.	<p><b><u>Minutes of previous meeting 14.04.21</u></b></p> <p>The minutes were proposed (MP) and seconded (CS) with no amendments</p>	
3.	<p><b><u>Matters Arising</u></b></p> <ol style="list-style-type: none"><li>1. NS confirmed relocation donor board to be delivered shortly</li><li>2. IW reported recent very successful event at RDYC. Report and pictures are on DSG website</li><li>3. Greenway slip cannot be used due to lack of turning space. Management team is investigating an alternative solution.</li><li>4. Trustee Sec will circulate Bob Miller's guide to Galmpton.</li><li>5. Membership fees – an increase of £5.00 pa proposed with no limit on how often fees can be changed. Point 8.3 in previous minutes – £5.00 pa increase over 3 years from 2022.</li><li>6. Policy on ex-offenders has been added to website.</li><li>7. AGM was held with thanks to outgoing Trustees Neil Hockaday, Jeremy Randall and Kit Noble. NS welcomed newest of 'robust individuals' as new Trustees who are all now in place and active.</li><li>8. PW queried whether members are still able to donate via website button. It was confirmed that this is still possible. Potential new website manager is being approached. It was suggested that donations should be mentioned in the renewal letter.</li></ol>	<b>DM</b>
4.	<p><b><u>Principal's Report (IW)</u></b></p>	

<p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p>	<p>IW confirmed a very good event at RDYC. The new rear commodore was very welcoming and supportive. DSG may now run powerboat courses currently being organized by Graham Gardner, Chief Powerboat Instructor. Powerboat certificates can be annotated to identify any limitations and support needed for disabled sailors.</p> <p>IW reported that the RYA inspection had gone very well with only three minor amendments (including use of kill cord on ARC) The MOB recovery system was demonstrated and an enquiry is being made to the RYA disability Officer about disabled sailors who may float partially vertically. The use of RIBs at sea was discussed together with how to handle an injured sailor in the sea and how to bring them aboard. The MAIB and RYA have provided some additional guidance on safety management in the light of the Lake District disaster. There are no significant issues for DSG but some refinements of processes are under consideration.</p> <p>IW confirmed that the general feeling seems to be that the new location is better than Noss.</p> <p>NS confirmed that DSG cannot use Dartside Quay as the registered address. This is now a solicitor's office in Dartmouth which has been made available without charge.</p>	
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p>	<p><b><u>Treasurer's Report (NS)</u></b></p> <p>NS confirmed the fund raising appeal has been closed.</p> <p>MP has circulated figures and said the appeal was hugely successful with the target achieved.</p> <p>MP clarified that Johnnie Johnson Trust is actively seeking to support DSG in the long term. It is a sailing charity for disadvantaged people and DSG ticks many boxes. The founder's grandson, Chris Johnson, has recently moved back to Galampton.</p> <p>CS asked if the website donate button was still active. MP confirmed that donations go to general funds rather than the relocation appeal. IW reported several recent donations, possibly from disabled holidaymakers planning to visit for a trip.</p>	
<p>6.</p> <p>6.1</p> <p>6.2</p> <p>6.3</p>	<p><b><u>Future Development Liaison Committee (FDLC)</u></b></p> <p>This will be a joint committee of Trustees and the Management Team headed by IW. One of its main roles will be to liaise with members about the future of the charity. AB volunteered to undertake this role.</p> <p>IW confirmed that the FDLC will shape the direction of the charity and he welcomes suggestions. It will follow the RYA model and include membership surveys, future boat requirements, canoeing, younger members, off water activities etc. Survey monkey and 'paper' surveys may be used. KGC suggested a prize to encourage participation.</p> <p>IW mentioned that capacity on boats and car parking has generally not been an issue and that in extremis 2 x 2 hour sessions could take place.</p>	

<p>6.4</p> <p>6.5</p>	<p>A booking system and Dutyman for volunteers could be considered if necessary.</p> <p>IW said DS may consider options for another boat (Hawk or RS Venturer) once we know what is most suitable. RB said a Hawk would probably be best to enable racing. MP confirmed that the Group could afford another boat now and perhaps launch a funding appeal for another boat later.</p> <p>AB suggested introducing the RYA sponsored computer system for recording numbers of sailors, volunteers and satisfaction rates per session. KGC said this would be very useful for demonstrating benefits and outcomes for grant applications. IW advised AB should contact Leon Ward, Disability Officer at RYA.</p>	<p><b>AB</b></p>
<p>7.</p> <p>7.1</p> <p>7.2</p>	<p><b><u>Fundraising Team</u></b></p> <p>NS confirmed that after five years MP is stepping down. Grateful thanks were given for his great work in making the relocation such a success. KGC will become the Fundraising Team Leader, supported by PW and DL to whom she is very grateful. The new team will liaise with MP regarding handover.</p> <p>NS confirmed that running costs are £22,000 pa.</p>	<p><b>KGC, PW, DL</b></p>
<p>8.</p> <p>8.1</p>	<p><b><u>Tom Glomb Trophy (Best Volunteer)</u></b></p> <p>NS asked that any nominations be given to him by October and confirmed that Bob Miller will be nominated for his great work in making the move to Galampton such a success.</p>	
<p>9.</p> <p>9.1</p> <p>9.2</p>	<p><b><u>Transport Subsidy</u></b></p> <p>DS needs to assess what the issues are, what need there is and whether the charity is best placed to help subsidise transport costs.</p> <p>AB suggested DSG liaise with GP car service and other similar voluntary organizations and tap into existing infrastructure. AB said that DSG can clearly show benefits to health. NS suggested membership survey to assess need and practicalities. CS said transport must be integrated with availability and capacity on boats. IW advised against a booking system at this stage.</p>	
<p>10.</p> <p>10.1</p>	<p><b><u>Chairmanship</u></b></p> <p>NS is Chair of Trustees until the April 2022 AGM. Other candidates are welcome to put themselves forward.</p>	
<p>11.</p> <p>11.1</p> <p>11.2</p>	<p><b><u>AOB</u></b></p> <p>KGC asked if there is any update on an opening ceremony. NS advised liaison with Carrie Sawyer, MDL and MP for guest lists.</p> <p>MP proposed that the Trustees give formal thanks to the Management Team for the relocation effort. Seconded by RB.</p>	

11.3	CS enquired as to availability of sweatshirts etc. NS confirmed that merchandise can be sold via card reader on mobile phone onsite. This will be reviewed in 2022.	
12.	<p><b><u>Date of next meeting</u></b></p> <p>The next meeting of Trustees will be held on Wednesday 13 October at 2.00pm. Venue to be confirmed.</p> <p>The meeting closed at 14.55.</p>	