



Minutes of LUCS Management Committee Meeting held in the Tea Room at the Canal basin on Monday 13th January 2020 (Revision 01 Dated 17th January 2020)

GENERAL COMMITTEE MEETING

Agenda Ref.	Business Matters	Action
	Present: Mike Smith (vice-chair), David Shirres, (Treasurer), Douglas Robertson,(Secretary), Ronnie Reis, Lynne Nelson, Calum Dougan and Andy Eaglesfield.	Noted
1.0	Chairman's Introduction: Mike Smith opened the meeting and welcomed the attendees.	Noted
	Apologies: None	Noted
2.0	Adoption of Minutes from previous Meeting 11.11.19 – approved (MS proposed, DS seconded) 12.08.19 – approved (MS proposed, RR seconded)	Noted
3.0	Matters Arising :	
	Committee Structure DS to put together a spec for booking sec. role	DS
3.1	See draft structure. Committee members to update on any outstanding / unconfirmed roles in their areas	All
3.2	Key Facts DS to update and distribute	DS
3.3	Fun Day To be a collective committee Responsibility LN to distribute previous task list for next committee meeting to review	All LN
3.4	Committee Dates See attached dates, meetings to be at 7.00pm	DR
3.5	Victoria Electrification MS to set up sub committee	MS
3.6	Safety AE to review to ensure appropriately covered in driver training.	AE
3.7	MCA DS making proposals to MCA	DS
3.8	Internship Agreed we should do this, DC to be informed	DR (DC)
3.9	Model Boat Club SHR can confirm this for Easter Saturday	DR (SHR)
3.10	2020 Flotilla Need to liaise with SHR on what SC want.	MS (SHR)
3.11	Booking System Funding Application	DS



Minutes of LUCS Management Committee Meeting held in the Tea Room at the Canal basin on Monday 13th January 2020 (Revision 01 Dated 17th January 2020)

	DS to progress – next action is to attend a workshop on 27/1	
4.0	Treasurers Report DS Provided update. DS has requested an itemization of cost of St Michael Survey.	DS
6.0	Boat Management :	
	Leamington	
6.1	Engine being stripped by JEM. We are working with the assumption that will be operational 1 st March	
6.2	St Mag	
6.3	St Michael	
6.4	Victoria	
6.5	Electric Dinghies	
7.0	Fun Day New PA system needed	c/f
8.0	Museum	
9.0	Premises	
10.0	IT Matters. New Sub Group being convened by John Aitken	DR
11.0	Scottish Canals	
12.0	External Relations Noted we have no board on street in Linlithgow, LN to follow up and request it is put out BID – MS gave update on signage to canal centre.	LN
13.0	Member Engagement	
15.0	Marketing	
16.0	Booking Secretaries Report	
17.0	H&S Group Report	
18.0	Matters (Not addressed by Above)	
19.0	Correspondence Received	
20.0	Any other Business Google maps – opening dates etc to be updated Laptop for presentation, to be identified Incident report – MS to ask SHR for sight of Visit Scotland Survey – SHR to review	DR DR MS (SHR) DR (SHR)
21.0	Date of next meeting Monday the 10 th February	