

British Sub Aqua Club

64th Annual General Meeting

Jessop Suite, Holiday Inn, Ellesmere Port

19th May 2018

In attendance:

Council members

Alex Warzynski (Woz)	Chair
Maria Harwood (MH)	Vice Chair
Edward Haynes (EH)	Hon Secretary
Sophie Heptonstall (SH)	NDO
Janos Suto (JS)	
Rachel Sharp (RS)	
David Brander (Davs)	
Andrew Shipley (AS)	
Geoff Hide (GH)	
Tony Marshall (TM)	
Phil Harrison (PH)	Vice President
Claire Howard (CH)	

HQ representatives

Mary Tetley (MT)	Chief Executive Officer
Wendy Meadows (WM)	Chief Operating Officer

Minute Taker

Pam Parr

Apologies:

Louise Whitehouse (LW)	Hon Treasurer
Dai Atkins	
Dave Bell (DB)	
Dave Lock (DL)	
Michelle Kim (MK)	
Adrian Collier (AC)	
Ian Furness (IF)	
Mark Lovesey	
Jane Maddocks (JM)	Vice President
Brian Cumming (BC)	Vice President
Clare Peddie (CP)	Vice President
Simon Rogerson	(Editor, SCUBA)

<u>BSAC Members</u>	<u>Membership no</u>
Jen Scarsbrook	A158862
Richard Scarsbrook	A158863
Graham Nurse	A469114
Geoffrey Prince	A018942
Clare Pooley	A845805

Meeting opened 09:30

- 1 Chair thanked everyone for attending.
- 1.1 EH directed members' attention to the minutes of last year's AGM.
Proposal: EH proposed, RS seconded: That the minutes of the 2017 (63rd) Annual General Meeting be signed off as a true record of the last AGM.
1 abstention, 0 against. Passed.
2. It was agreed there was no need to appoint tellers for any poll or show of hands.
3. **Chair's Report:**
 - 3.1 Woz thanked everyone for coming to the meeting and engaging with the council.
 - 3.2 He outlined the role of BSAC, including providing members with technical advice, lobbying for diving concerns, the collation of incident reports, and outlined some of the work the organisation has done over the past year, including the formation of a new website, rebranding, and revision of the Ocean Diver course.
 - 3.3 He explained that this year BSAC will be focusing on recruitment and retention of members, such as the running of Know and Grow workshops, and that in order to do this it was decided to hold the conference only every two years.
 - 3.4 He explained the role of BSAC council – eg, to formulate and implement a business strategy, and to set and monitor budgets. This must be done in light of an overall decline in diving. He said BSAC must adapt in order to please every type of diver.
 - 3.5 Woz thanked the club volunteers on all levels, saying it would not survive without them, and issued a big thank you to the hard-working HQ staff.
 - 3.6 He welcomed the new council members, not all of whom were attending the AGM.
 - 3.7 Woz thanked SH for her hard work over several years as NDO, and presented her with a certificate of thanks and a farewell gift.
 - 3.8 He also thanked DL, IF and AC, who were not present, as they are retiring from council.
 - 3.9 Woz thanked EH for his work as Honorary Secretary, and presented him with a certificate of thanks and a farewell gift.
- 4 **Honorary Treasurer's Report:**
 - 4.1 As LW was not present, Woz presented her report to attendees.
 - 4.2 He gave a brief overview of this year's accounts, pointing out the last few years have been spent building up a surplus in order to deliver certain projects,

- including the new website, rebrand, and IT infrastructure.
- 4.3 He outlined the year's income and expenditure, as well as cash reserves, saying the aim of the club is to rebuild these cash reserves in the next few years.
 - 4.4 Woz reported that the 2017 audit report was clean, and no issues were raised. He explained that the audit is carried out by an independent outside auditors, and that the club also has an independent audit committee, which CP is joining. Management accounts are presented monthly to council members.
 - 4.5 He summarised that recent strategies have led to project spends, but initiatives are in place to reverse the decline in membership and to increase the cash reserves.

5 NDO's Report:

- 5.1 SH outlined some of the recent events and projects, reporting briefly on their progress.
- 5.2 She said that instructor training is being developed to ensure divers' progress is monitored; that branch refreshers are being reworked after a low take-up; and crossover packs are being built on.
- 5.3 SH thanked HQ for their hard work regarding the EUF audit, which was positive.
- 5.4 She outlined changes in the snorkeling programmes, including improved instructor notes and adaptations in the grading system.
- 5.5 She explained about progress in the DTP programme and Sports Diver, and said feedback had been received about Ocean Diver.
- 5.6 SH spoke about increased activity in the regional teams, and thanked the regional coaches for their work.
- 5.7 She touched on progress in the expeditions, saying there is a new team looking at new opportunities to make expeditions more relevant and challenging.
- 5.8 She discussed the success of Try Tech, and also of Diving for All.
- 5.9 SH ended by thanking everyone at NDC, the volunteers, HQ and especially Woz and Eugene Farrell. She presented MT, MT and Woz with thank you gifts.

6 Election Results:

- 6.1 EH presented the results of the recent elections, outlining the election process and showing members slides of the full results.
- 6.2 Nominations: There was 1 nomination for NDO, 2 for Honorary Secretary and 7 for council members (4 posts available).
- 6.3 Dai Atkins was elected as the new NDO, being the only nomination.
- 6.4 RS was elected as the new Hon Secretary
- 6.5 Clare Pooley, Janos Santos, Davs and Mark Lovesey were elected as council members.
- 6.6 EH reported that the turnout for voting (11.6%) was the highest in 10 years.
- 6.7 EH thanked HQ for their assistance during his time as Hon Secretary, and also thanked the minute-taker.

7 Appointment of Auditors:

- 7.1 **Proposal: EH proposed, AS seconded, that: The AGM grant the council the authority to appoint the auditors for the ensuing year.**
- 7.2 EH explained the current system for appointing auditors. Members Jen Scarsbrook and Graham Nurse both expressed confusion over the proposal. JS

and AS explained the reasons behind it, and said that if members are unhappy with the current annual appointment of auditors, they can come to the AGM and object.

7.3 The proposal was passed unanimously.

8 Woz asked if there were any questions for the council. There were none.

9 There were no motions or special resolutions received for consideration.

Meeting concluded at 10.30