



IMC Committee meeting

- Date:** Monday, 19 August 2019
- Location:** Dublin Climbing Centre (DCC), Unit 3, The Square Industrial Complex, Belgard Square East, Dublin 24, D24 P5KE
- Present:**
- Chairperson: Peter Wood (PW)
 - Hut Warden: Ed Hick (EH)
 - Membership Officer: Petra Tolarova (PT)
 - Publicity Officer: Harry McGee (HMG)
 - Secretary: Matthew Sammon (MS)
 - Treasurer: Sé O'Hanlon (SOH)
Áine O'Reilly (AOR)
Darragh Doolan (DD)
Eugene Shields (ES)
- Apologies:**
- Meets Secretary: Derek Hendrick (DH)
 - Training Officer: Andy Minshull (AM)
Sara Marilungo (SM)

Minutes

- | Item | Action/Decision/Description | Who |
|------|--|-----|
| 1 | <u>Minutes of the Committee meeting on Monday, 24 June 2019</u>

Approved, with edits. | |
| 2 | <u>Matters arising from previous minutes</u>

Detailed below in item 3-4. | |
| 3 | <u>Hut mailbox</u>

Actions:

The new hut mailboxes (hutbookings@ and hutwarden@) have adequate space; in the event that space becomes an issue again, DD will enquire with Blacknight as to how space limits can be modified. | DD |

Documents critical to the ongoing running of the Club and Hut should All not be stored in mailboxes, because the emails that they are attached to will eventually be removed due to data retention policies needed in order to comply with GDPR; documents should instead be stored in a document-storage system such as DropBox.

4 Thursday evening Dalkey meets for new members

Committee members report that the Thursday evening meets for new members have gone well. Some members are new to the Club, though not necessarily new to climbing. A few meets were moved indoors due to weather.

5 Correspondence received

A response from the Data Protection Commissioner was received, following a submission by the Secretary relating to the Hut mailbox.

Actions:

Send submission and response to the Committee. MS

6 Club members bringing non-Club members to meets

Actions:

Put together a proposed policy about non-Club members and/or non-MI members attending both indoor and outdoor meets and events, with reference to what the [insurance policy](#) says about MI members, third parties, record keeping (taking into account GDPR) and the undefined “taster sessions”. If necessary seek help from Club members with legal expertise. DH

7 Photo competition

Actions:

Extend photo competition deadline until end of September or mid-October (16th). SM

Photo competition prizes:

- Winning picture gets hung in the Hut.
 - Potentially, use the vouchers (2*€25 and 1*€50 from Great Outdoors) that went unused after last year's AGM.
 - Add 1 year's free Club membership as a prize.
 - Specify that prizes will only be awarded to those physically present at the awards ceremony in November (the weekend of the AGM).
- SM

- Email the Committee to ask for other ideas.

Increase participation in photo competition:

All

- Encourage people to participate when you see them taking photos at meets.
- Back up SM when she posts in the WhatsApp group etc.

8 **Hut Warden update**

The update was in the Hut Warden's report.

James O'Reilly lent a 60m rope to the Club and left it in the Hut.

9 **Archivist update**

The position is vacant.

HMG and PW will contact Cearbhall to familiarise themselves with previous digital archival efforts.

HMG
PW

10 **Meets Secretary update**

The Meets Secretary did not attend.

11 **Membership Officer update**

The Club has roughly 300 members, which is similar to the last 2 years.

All pending memberships have been put on hold due to MI's upcoming fee request.

MI fee will increase to €35 and they will no longer give a discount for early renewals; should the IMC membership fee also be increased?

Met a representative from Club Force.

Does not recommend switching membership systems at this point in time, because it is the peak season for renewals.

The Treasurer suggested that the duty of administering Club membership revert to the Treasurer who is seriously underemployed at present. This would free the Membership Officer to concentrate on the development aspects of that position.

PT suggested that there should be a second person helping with Membership, for example to cover periods of leave.

Actions:

MS

MI's fee increase to be included on the agenda for a future meeting to discuss AGM motions.

PT

Pros and cons of Club Force to be distributed to the Committee.

12 Publicity Officer update

Unsure that the Newsletter will be published 5 weeks before the AGM (in order to give notice of the AGM). He has been promised multiple articles about meets.

Including the photo competition winners in the Newsletter was mooted as an idea.

An article on the history of the Hut was mooted as an idea.

PT suggested short pieces about members' favourite locations or pieces of gear.

HMG suggest that we should be adding articles to the website every 3/4 weeks.

Actions:

EH offered an article about an Environmental Policy for the Hut.

EH

Contact Benedicte about her digital archival of many old Club photos.

AOR

Put HMG in touch with Ed Douglas, former editor of the Alpine Journal.

PW

13 Secretary update

There was no update that was not already covered above.

14 Training Officer update

The Training Officer did not attend.

15 Treasurer update

The update was in the Treasurer's report.

The Committee approved the payment of Michelle O'Loughlin's invoice for her talk at the Fair Head Meet.

Actions:

In the context of the Club subsidising navigation training, HMG is willing to help out with such training. HMG

16 AOR update

No update.

17 DD update

No update that wasn't covered by the Technical Sub-Committee update.

18 SM update

SM did not attend.

19 Technical Sub-Committee: membership systems

PT gave a summary of Club Force's features, following her meeting with its representative.

HMG suggested investigating [Club Zap](#) (formerly Clubify).

Information can easily be deleted from GroupSpaces; lapsed members have already been deleted.

PT recommends mid-Jan to Feb as a quiet time suitable for switching to a new membership system. Any new system would need to be tested by Committee members and volunteer non-Committee members.

Actions:

Distribute a shared document of possible membership systems and their features. MS

Put together a list of reasons to move away from GroupSpaces and a list of needs that the potential new system must meet. MS and PW offered to help. PT

20 Finance Sub-Committee

No update.

21 Training Sub-Committee

There may be an invoice outstanding from Michael Duffy.

Ken and Ambrose will be contacted with a view to helping with navigation training for new members or others members in order to promote the AGM. MS

22 Archival Sub-Committee

HMG and PW will contact Cearbhall to familiarise themselves with previous digital archival efforts. HMG
PW

23 Other long-term plans

Actions:

Request help from Committee members for help during the weekend of the AGM: e.g. meal, lecture, training, activities. MS

A note about the AGM date and location to be included in the Newsletter, if it's published at least 5 weeks before that date. HMG

24 Any other business (AOB)

Contact bus company about one of its vehicles in Wicklow leaving its engine running while sitting idle for several hours. PW

Actions:

Send detailed ideas for proposed AGM motions to the Committee. MS
All

Send detailed ideas for more streamlined organisation of the AGM to the Committee. MS
All

Promote the AGM and weekend around the AGM on the website. MS

Suggest new/replacement Committee members for the next Club year. All

Add website redesign to agenda for next meeting. MS

Next Committee meeting to be organised for late September. MS

Chair:

Date:

Absence Log, 2019

Meetings → Who ↓	14 Jan	21 Feb	25 Apr	24 Jun	19 Aug	5
AM	A		A	A	A	4
AOR						
DD						
DH	A				A	2
EH				A		1
ES	-	-	-			
HMG		A	A			2
JI	A	A	-	-	-	2
MS						
PT				A		1
PW						
SM	-	-	-			
SOH						
13	3	2	2	3	2	Total