

Minutes of the 88th Meeting of the CLUB COUNCIL

Date/Time: Tuesday 27th June at 10.00am

Venue: via Zoom

Attendees: Club Council Members:

Madeleine Grubb, Club Leader - MG
 Pete Gregory, Deputy Club Leader – PG
 Geoff Gaunt, Club Treasurer - GG
 Ian Jarrett, Motoring Leader – IJ
 Mike Biss, Motoring Groups Deputy Leader - MB
 Graham Davis, Camping and Caravanning Leader - GD
 Jeff Kenyon, Local Groups Representative - JK
 Janice Stace, Local Groups Representative - JS
 Bob Thomas, Local Groups Representative - BT
 Alan Thurbon, Independent Council Member – AT

By Invitation:

Nick Hoath, Head of Member Communities & Events – NH
 Kadie Crichton, Member Communities Marketing Manager – KC
 Pete Worster, Chief Operating Officer – PW

1. Introductions and apologies for absence

Martin Fearn, Independent Council Member

2. Minutes from the 87th Meeting held on 21st April 2023

The minutes of the previous meeting were accepted as a true and accurate record.

2.1 Matters Arising

PG noted that the historic aviation group have their first meeting scheduled for 27th July via Zoom to establish what the group will focusing their activities on.

2.2 Action Points

Action No.	Description of Action	Who responsible?
1	MG will contact Sheffield Group to encourage them to engage with the Club Council representatives (i.e. Local Group Reps and C&C Leadership) COMPLETE	Madeleine Grubb
2	NH to organise an LGR meeting to sort the Local Groups priorities.	Nick Hoath

	COMPLETE: Held 4 th May	
3	NH to enquire with Exeter Group to find out the situation with the Group's closure COMPLETE: NH spoke with David Edwards who indicated there was no appetite from the remaining Committee members to continue the Group	Nick Hoath
4	KC to remove Lincoln and Exeter Groups from the website/magazine. COMPLETE	Kadie Crichton
5	NH and LGRs to sort 3 trial groups for increased comms COMPLETE – addressed as part of the LGR meeting.	Nick Hoath & 3 x LGRs
6	KC to amend the magazine contacts list to reflect that all contacts are volunteers and may not be able to respond immediately. COMPLETE	Kadie Crichton

3. Matters Arising from the Interest Group Leaders and Local Groups

3.1 Motoring Groups Report

IJ circulated a Motoring Groups report prior to the meeting. There was nothing further to discuss.

3.2 Camping and Caravanning Report

GD circulated a C&C report prior to the meeting. GD added that one Rally has been cancelled due to issues with the site, although the committee are looking to replace this Rally with an alternative. GD also added that the numbers at Rallies appear to be slightly down this year, compared to last year. NH noted a very successful 100th Anniversary C&C Rally at West Midlands Showground with over 180 units present.

3.3 Local Groups Report

The LGRs circulated a report covering the Local Groups activities prior to the meeting. JK added that most Groups seem to be happy with their venues. GG added that if Groups are not happy with their venue or are struggling to find venues within their budgets, then extra funding may be available to ensure the venue offers a welcoming environment for members. JK enquired as to whether Groups can claim the VAT back on bookings they have made. NH confirmed that only goods and services supplied directly to Boundless (via an invoice paid by Head Office) are eligible for VAT recovery.

4. Update from CMG/Club Leadership

MG reported that 3 Groups will be identified for a trial of sending their details to new members in their area via the New Member welcome letters.

MG noted that several Groups appear to be finding it difficult to fill their committee and proposed the Club Council consider reducing the minimum number for a Group Committee to 4 (i.e. Leader/Chair, Secretary, Treasurer and 1 other). The maximum number for a committee should remain at 9. IJ enquired as to where the break point is for a committee and a LOG. PG confirmed that LOGs are single individuals funded centrally, without their own bank account. MG added that a committee is required for the appropriate governance of Group funds via their own bank account. The Club Council agreed with this proposal. ACTION: NH to inform all Groups of the change regarding the minimum number of committee members required.

MG informed the Club Council that their meeting originally planned for 21st November has been moved to Monday 11th September, commencing at 11.00am, via Zoom. MG added that the meeting scheduled for prior to the AGM on 1st November will still go ahead.

MG informed the Club Council that there will be a proposal coming to the September Club Council meeting from the Club Leadership regarding a change in the manner in which the Club Leader and Club Treasurer roles are elected. This is in an effort to widen the pool of eligible candidates reflective of the responsibilities the Board Director role brings with these two positions.

ACTION: NH add the Club Leader and Club Treasurer election processes to the September Club Council Agenda

MG informed the Club Council that Heather Glanville will be stepping down as Association Chair at the November 2023 AGM.

MG added that the SEN process is going to be reviewed by NH and PW. MG added that should an individual not have received any updates for a submitted SEN 6 weeks prior to their event, they should contact Member Communities.

5. Club Treasurer's Update

GG indicated the Member Communities spend is currently within budget and thanked all Groups for their prudence.

GG referred to the circulated Expenses Sub-Committee Meeting Minutes. GG outlined that the Expenses Committee wished to continue the current Recognising Volunteers process and practice, however it was proposed to add an enhanced reward designed to recognise those Groups who are demonstrating strong or improving participation levels (both in terms of overall numbers and/or as a percentage). GG added that he would like to reward those groups who are demonstrating innovative thinking or expanding the appeal of their events to members. GG also added that the process will be commenced earlier (September) to allow rewards (shopping cards) to be circulated prior to Christmas. JK enquired as to whether the specific Groups had been identified for the enhanced payments. GG confirmed that CMG had established the criteria, although the specific Groups had not yet been identified.

6. Independent Council Member Update

AT outlined that a revised version of the Self-Assessment had been circulated just prior to the meeting. MG explained that the Self-Assessment was revised to more closely reflect the role of the Club Council. MG explained that the Self-Assessment is for Club Council members to assess the abilities of the Club Council, not of themselves. JK enquired as to why the feedback from the Board question was removed from the original draft. MG indicated that the assessment is to focus on the operation of the Club Council and not the Board. GG indicated that this Self-Assessment should be considered as the first step in improving the operation of the Club Council.

ACTION: Club Council members to complete the Self-Assessment document and return to NH by Monday 10th July.

7. Member Communities Update

NH informed the Club Council that the SEN process is being reviewed to ensure the questions are relevant to a volunteer led event.

NH informed the Club Council that Christina Loizou is moving on to a new role in an Events Company and left Boundless on 23rd June, hence the team are one short until we can replace Christina meaning SENs may take slightly longer to process for the next few weeks.

8. Health and Safety Incidents at Groups Activities

No accidents to report. IJ noted that a Motorsports Marshall had their vehicle damaged at an event, however, this was all dealt with via MSUK as the principal insurer for Motorsports events. Boundless do not need to be involved.

ACTION: NH to enquire with the H&S team as to whether the member's car damage at a Marshalling event needs to be recorded.

9. Any other urgent business

MG updated that the new Social Breaks hosts had held a Zoom meeting at the beginning of June, and she was delighted to see the enthusiasm shown by those attendees, adding that an annual (in-person) meeting is being organised for all Social Breaks hosts in October to share experiences and best practices. MG enquired as to whether a similar meeting could be arranged for the C&C Rally Marshalls. GD will raise this idea with the C&C Committee. MG recorded that she was pleased to see that the Social Breaks have been very successful so far this year despite the transitional stage of the offering this year.

NH updated regarding the success of 2023 Member Events. Ticket sales have been incredibly positive with most events either sold out or nearly sold out. The member feedback via the Net Promoter Score (a measure of whether individuals would recommend Boundless) has also been very pleasing, currently scoring +74. PW added that the member testimonials being gathered are proving an excellent resource to help promote Boundless membership.

ACTION: NH to invite Rob Eagles to present to the September Club Council meeting

GD enquired as to whether we can intervene with an individual who is causing a concern due to their medical condition at an event. NH responded to note that only the volunteer's health is the responsibility of the Association, and that an assessment (if there are concerns) can be requested directly via NH. However, as a friendly and supportive organisation, if members see a fellow member in distress, they would naturally be expected to be considerate.

IJ enquired as to confirm the Association AGM date. NH confirmed the AGM is on Wednesday 1st November at the Clermont Charing Cross in the Adam Room commencing at 2.30pm.

IJ enquired as to the progress of the Carbon Reduction programme. PW responded to note that a proposal is being prepared for consideration by the Executive Team and will be able to update further at the September Club Council meeting.

Next Meeting: Monday 11th September 2023, via Zoom, commencing at 11.00am

ACTIONS FROM THE 27th JUNE 2023 CLUB COUNCIL MEETING

Action No.	Description of Action	Who responsible?
1	NH to inform all Groups of the change regarding the minimum number of committee members required.	Nick Hoath
2	NH add the Club Leader and Club Treasurer election processes to the September Club Council Agenda	Nick Hoath
3	Club Council members to complete the Self-Assessment document and return to NH by Monday 10 th July.	All Club Council Members
4	NH to enquire with the H&S team as to whether the member's car damage at a Marshalling event needs to be recorded.	Nick Hoath
5	NH to invite Rob Eagles to present to the September Club Council meeting	Nick Hoath