

OGA - GMC Meeting Notes and Assignments
Videoconference, June 3, 2020 at 15:30

	Participants: Patrick Vyvyan-Robinson (President), Colin Stroud (Secretary), Tony Kiddle (Treasurer), Mary Gibbs (Membership Secretary), Julian Cable & Alison Cable (joint co-opted Boat Register)	
	Website & Boat Register:	
1.	Tony to add a mandatory copyright field for all photographs, with an explanation on what to enter in that field.	TK
2.	Julian to check all existing photographs have copyright info.	JC
3.	Julian to finalise the due diligence document for the new website so Colin can put it in the Officers' Area.	JC, CS
4.	Julian to continue with refinements to new Boat Register.	JC
5.	Colin to send password for Officers' Area to Area Secretaries.	CS
6.	A member's login to be provided, at a later date, for members to then see owner names in the boat register.	TK
7.	Tony to provide a list of who has been trained and who is editing which areas.	TK
8.	Patrick to speak to Sally, acting N Wales Secretary, regarding her role while not being officially elected.	PVR
9.	All GMC to now use OGA email mailboxes (for both send and receive). All AC Officers will be provided in the future and, particularly for Area secretaries, strongly encouraged to use (timing yet to be agreed). Colin to send list of Area Secretaries to Tony.	All CS
10	Once the new website is launched, Julian to investigate options for a Crew Exchange facility as requested by David Bewick.	JC
11	Members should now add boats to boat register using the online form which will go to boatregister@oga.org.uk for Alison/Julian to update the register.	
12	So members can edit existing boats, Julian to add the facility whereby the form is populated with existing data so owner can edit and send to boatregister@oga.org.uk .	JC
13	Alison to ask Beverley for a link to the OGA U-tube channel so Tony can include in Website.	AC, TK
14	Julian to post something on the Facebook page promoting the new Website.	JC
15	Julian to ask Maddy Masters if she would be interested in managing the Facebook page and group.	JC
	Yearbook:	
16	Mary to modify wording of email to new members to reflect new method of adding boats to the Boat Register.	MG
17	Mary to compile Yearbook feedback and send to Alison to add Boat Register related feedback.	MG
18	Tony to check that boat names and owners will match for the 2021 Yearbook.	TK

19	Mary to investigate a solution to the issue of boats jointly owned by couples.	MG
20	Mary to talk to John and agree who will manage the production, printing and fulfilment of the March 2021 edition to go out with the Log	MG
21	How to handle corrections/additions to the yearbook, in hard copy format, to be discussed at the next meeting	
22	Photographic Competition: Patrick to organise a judge, John to put a photo competition launch/promotion piece in the Log saying how to enter and with the three categories as per the last Newsletter. Tony to implement the entry process before the July Log is published.	PVR, JOD, TK
23	OGA Governance: Review of the current OGA Rules and Handbook for OGA Officers. Phase 1: All to review the current documents, as circulated by Colin, and to make initial comments by the end of June. Phase 2: Identification of which sections need revising. Phase 3: Sections assigned to GMC members for drafting revisions.	All
24	Branding/logos and Merchandise: Patrick to send the proposed "Merchandise and Branding" document to the AC for review and ask Paul Jolley for something to go in the July Log.	PVR
25	OGA60 and RBC60: Note: RBC is "Round Britain Challenge". Alison to refine the proposed itinerary in consultation with OGA Areas with the aim to present to the ACM.	AC
	----- the following items are on hold -----	
26	Log/Online Editor job description to be addressed at a future meeting. John to consider this as there are implications for and from the review of rules and handbook. We need a Communications Officer to exploit media opportunities to raise profile. This involves too much for the Editor.	
27	By the end of 2020 John to review the format of the Gaffers Log to reduce the production and distribution costs while retaining value to members.	JOD
28	Review of Editor's role with respect to Facebook/social media to be addressed at a future meeting.	
29	A solution to implementing the "Historical Document Retention and Archive Policy", as approved by the AC, to be addressed at a future meeting	
30	OGA Stand at the Southampton Boat Show: Assuming the 2020 show will go ahead, Patrick to arrange to have a boat "stand", like in 2019 but with a different boat. Maybe a Golent Gaffer	
31	MailChimp: Julian to implement an automatic (daily?) update of Mailchimp to ensure it always reflects the membership details in GOLD. (Target completion is September 2020).	JC
32	Membership Renewals: For the next membership renewal period, before October, Tony to change the online annual renewal system so payments are made using "Go Cardless", as a replacement for "PayPal", which provides automatic annual renewals thereafter This will avoiding the issue of having to chase members who paid by PayPal every year.	TK

The meeting closed at 16:52

The next GMC videoconference will be on July 8, 2020 from 15:30 to 17:00

Colin Stroud - OGA Secretary
July 1, 2020