

**OGA - GMC Meeting Notes and Assignments**  
**Videoconference, July 15, 2020 at 15:30**

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|    | <b>Participants:</b> Patrick Vyvyan-Robinson (President), Colin Stroud (Secretary), Tony Kiddle (Treasurer), Mary Gibbs (Membership Secretary), Julian Cable & Alison Cable (joint co-opted Boat Register), Paul Jolley (Merchandise Officer)                                                                                                                          |          |
|    | <b>Branding/logos/insignia and Merchandise:</b>                                                                                                                                                                                                                                                                                                                        |          |
| 1. | Paul Jolley presented the latest news about the new merchandise suppliers and products. Patrick to update the Merchandise Policy Document that was sent to the AC on June 9, 2020 and emphasise that Areas can still design and locally procure items for Area events if they wish, the only requirement being to include one of the three variations of the OGA Logo. | PVR      |
| 2. | Paul to ensure the Autumn Gaffers Log has details of the new merchandise and ordering process and the Website page is updated accordingly.                                                                                                                                                                                                                             | PJ       |
| 3. | A big thank you from the GMC to Paul for taking on the Merchandise Officer role and working to transform the system.                                                                                                                                                                                                                                                   |          |
|    | <b>Gaffers Log:</b>                                                                                                                                                                                                                                                                                                                                                    |          |
| 4. | All to review John's two documents (Editing the Log and A Review of OGA Editor) he issued on July 12, 2020, and to provide comments to Patrick to assist his review.                                                                                                                                                                                                   | All, PVR |
|    | <b>Website &amp; Boat Register:</b>                                                                                                                                                                                                                                                                                                                                    |          |
| 5. | Tony demonstrated the proposed function of the image management system for the website with respect to copyright records and downloading of images with highest available resolution. To be implemented before next GMC meeting.                                                                                                                                       | TK       |
| 6. | Julian to finalise the due diligence document for the new website so Colin can put it in the Officers' Area.                                                                                                                                                                                                                                                           | JC, CS   |
| 7. | A member's login to be provided, at a later date, for members to then see owner names in the boat register.                                                                                                                                                                                                                                                            | TK, JC   |
| 8. | All AC Officers should have OGA email addresses and Area secretaries, in particular, to be strongly encouraged to use for both send and receive (timing yet to be agreed).                                                                                                                                                                                             |          |
| 9. | Once the new website is launched, Julian to investigate options for a Crew Exchange facility as requested by David Bewick.                                                                                                                                                                                                                                             | JC       |
| 10 | Alison to ask Beverley for a link to the OGA U-tube channel so Tony can include in Website.                                                                                                                                                                                                                                                                            | AC       |
| 11 | Julian to post something on the Facebook page promoting the new Website.                                                                                                                                                                                                                                                                                               | JC       |
| 12 | Tony to check "Boat Name" field is on joining form and to add if necessary.                                                                                                                                                                                                                                                                                            | TK       |
| 13 | Tony and Julian to find a solution to the failed synchronisation of boat names between Gold and the Boat Register. To be implemented before production of the 2021 Year Book.                                                                                                                                                                                          | JC, TK   |
| 14 | Julian to look at making "boats for sale" easier to find.                                                                                                                                                                                                                                                                                                              | JC       |
| 15 | Patrick to do some editing of the Website. Colin to give him the necessary permissions.                                                                                                                                                                                                                                                                                | CS, PVR  |

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|    | <b>Yearbook:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                            |         |
| 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 investigate a solution to the issue of boats jointly owned by couples.                                                                                                                                                                                                                                                                                                                                                                              | MG      |
| 18 | It was decided not to issue/publish any more corrections to the 2020 Year Book.                                                                                                                                                                                                                                                                                                                                                                             |         |
|    | <b>Social Media:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                        |         |
| 19 | Patrick and Colin to meet with Elly Howlett who has offered to manage/edit the OGA Social Media/Online communications.                                                                                                                                                                                                                                                                                                                                      | PVR, CS |
|    | <b>OGA Governance:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                      |         |
| 20 | Review of the current OGA Rules and Handbook for OGA Officers. Process:-<br>Phase 1: All to review the current documents, as circulated by Colin, and to make initial comments by the end of June.<br>Phase 2: Request AC comments by Sept 1<br>Phase 3: Identification of which sections need revising.<br>Phase 4: Sections assigned to GMC members for drafting revisions.<br><br>On August 17 Colin to send reminder to AC for their comments by Sept 1 | CS      |
|    | <b>OGA60 and RBC60:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                     |         |
| 21 | 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      |
|    | <b>RYA Dinghy Show 2021:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                |         |
| 22 | It was agreed to have an OGA stand again after a successful 2020 event. 2021 will be at Farnborough. Colin to book the stand as soon as it is possible.                                                                                                                                                                                                                                                                                                     | CS      |
|    | <b>January 2021 AGM in Newcastle:</b>                                                                                                                                                                                                                                                                                                                                                                                                                       |         |
| 23 | Colin to check with Des and Steve of NE Area who are organising the event regarding implications of Covid19.                                                                                                                                                                                                                                                                                                                                                | CS      |
|    | <b>Newsletter:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                          |         |
| 24 | Patrick to prepare the next Newsletter. Suggested contents: (1) Archive. (2) Merchandise. (3) Instructions regarding Boats for Sale. (4) New Social Media/Online manager/editor. (5) Plans for January 2020 AGM.                                                                                                                                                                                                                                            | PVR     |
|    | ----- the following items are on hold -----                                                                                                                                                                                                                                                                                                                                                                                                                 |         |
| 25 | 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.                                                                                                                                                              |         |
| 26 | 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     |
| 27 | A solution to implementing the "Historical Document Retention and Archive Policy", as approved by the AC, to be addressed at a future meeting                                                                                                                                                                                                                                                                                                               |         |
|    | <b>OGA Stand at the Southampton Boat Show:</b>                                                                                                                                                                                                                                                                                                                                                                                                              |         |
| 28 | The 2020 show cancelled so this is on hold until spring 2021.                                                                                                                                                                                                                                                                                                                                                                                               |         |

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| 29 | <p><b>MailChimp:</b></p> <p>Julian to implement an automatic (daily?) update of Mailchimp to ensure it always reflects the membership details in GOLD. (Target completion is September 2020).</p>                                                                                                                                                                                  | JC |
| 30 | <p><b>Membership Renewals:</b></p> <p>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.</p> <p>-----</p> | TK |

The meeting closed at 17:01

The next GMC videoconference will be on August 12, 2020 from 15:30 to 17:00

**Colin Stroud - OGA Secretary**  
**July 25, 2020**