

## WBKA COMMITTEE MEETING MINUTES

Date of meeting: Thursday 10<sup>th</sup> September 2020

This meeting took place on-line using the application Zoom

Present:	President	Anne Jones
	Chairman	Rob Claxton-Ingham
	Secretary	Janet Hartley
	Treasurer	Sue Hobson
	Equipment	Sophie Pringle
	Upper Chairman	Matt Mason
	General Member	Monty Pugh
	Prospective Member	David Powell
Apologies:	Education	Laurie Prowse
	Membership	John Forsyth
	Webmaster	Laurence Truman

### AGENDA

#### 1. Matters Arising

##### Library

It was agreed that the books will go into store at Sue's workplace, with the exception of Eva Crane's book which is of considerable value.

##### Action

Sophie to collect books from Kate Lennard and deliver to Sue.

The Eva Crane book to be kept by Anne Jones and lent out from her if requested.

##### Constitution

The final draft of the Constitution has been agreed by all committee members.

## Action

Anne will send the Constitution to the Charities Commission for approval.

Once the Charities Commission has approved the Constitution it can be put to the members of the Association at an Annual or Extraordinary General Meeting.

## Claro Bees

In light of the donation of £450 from Claro Bees to Wharfedale BKA, Rob will ask Jenny Liston to write an article for Combings.

## 2. Committee Appointments

Those seeking re-election are:

President	Anne Jones
Equipment	Sophie Pringle
Secretary	Janet Hartley
Education	Laurie Prowse
Membership	John Forsyth
Webmaster	Laurence Truman
Upper Chairman	Matt Mason
General Member	Monty Pugh

The existing Treasurer Sue Hobson and Chairman Rob Claxton-Ingham are stepping down from their roles at the next Annual General Meeting.

David Powell has agreed to be nominated as Treasurer and will speak with Sue regarding this role.

Jo Johnson has expressed an interest in joining the committee and Sophie will speak to her regarding this.

A suggestion was made to have a fixed period for the Chairman's role. Matt will consider this role.

Janet will ask members via a newsletter if anyone is interested in joining the committee or fulfilling any of the roles.

### 3. Subscription Renewals

It was proposed by the membership secretary, John, to bring forward the must-pay-by-now date to the end of November. Any member not paying by the end of November will be reminded in December.

It was agreed that any member who has not paid their subscriptions by the end of December will cease to be a member.

It was agreed that members should pay their subscriptions by bank transfer. There was no one in favour of collecting membership payments via the website.

Discussion took place regarding couples' insurance. It was proposed that as the financial burden to the club is small, the club would continue with the existing policy.

### 4. Continuing Needs of the Beekeeping Community During Current Restrictions

A suggestion was made to have more focused sessions on-line. A lead topic could be introduced by a speaker and then opened up to the meeting for questions and answers.

It was agreed to have one zoom meeting a month for all Wharfedale members, on the last Tuesday of the month. Rob will continue to chair, and Sophie will take minutes.

#### Action

Janet will send out the usual email to all members inviting them to join the zoom social meeting on Tuesday 29<sup>th</sup> September. It was agreed that the topic for September would be information regarding the Basic Assessment.

During each meeting those attending can be asked to choose the topic for the following month.

Janet will investigate the possibility of guest speakers via zoom for the monthly meetings.

### 5. Training and the Basic Assessment

It was agreed to ask the membership if anyone can give support to those wishing to complete their Basic Assessment. It was also agreed to support Laurie with the delivery of the assessment.

## Action

Janet will send a newsletter to all members asking anyone interested in completing their Basic Assessment to attend the zoom social meeting in September.

### 6. Annual General Meeting (AGM) and Honey Show

It was agreed to cancel the Honey Show for 2020 due to the ongoing coronavirus pandemic. Anyone holding trophies from last year to keep them until the next Honey Show.

An AGM will be held via zoom on Thursday 12<sup>th</sup> November 2020 at 7.30 pm.

## Action

Rob will set up the AGM via zoom.

Anne will chair the meeting.

Sophie will act as gatekeeper.

The following reports will be sent to Janet for distribution to the membership prior to the AGM:

Treasurer's Report	Sue
Chairman's Report	Rob
Education Report	Laurie
YBKA Report	John

Janet to contact judge Ivor Flatman regarding cancellation of Honey Show.

Janet to contact Ilkley Rugby Club regarding the room booking for the AGM and Honey Show. It was agreed that although the club is unable to use the booking for this year, the payment already made will be honoured. Janet will make a booking for Friday 12<sup>th</sup> November 2021 in anticipation of being able to hold a physical event next year.

### 7. Combings and Website

The committee supported the view that Combings would continue to be electronically distributed during the ongoing coronavirus situation.

Discussion took place regarding buying and selling equipment on the website. The consensus view was that a buy and sell page should not be created. If anyone wishes to sell items they could be advertised at the monthly meetings when they resume or if Janet is notified a bulk email can be sent to the membership. Alternatively equipment could be donated to charities such as the Buzz Project.

#### 8. Monies held by the club

Following discussion it was agreed to hold the current balance.

#### 9. Risk Management

As all members of the committee would hold trustee status, any new committee member should be made aware of their responsibilities.

#### Action

All portfolio holders on the committee to write a job description.

Anne will compose a simple document for committee members and a standard form for joining the committee. This will include the list of exceptions for becoming a committee member and a link to the Charities Commission.

#### 10. Bulk Buying

This follows an enquiry from Bradford BKA to join them bulk buying beekeeping equipment from China. No one present wanted to pursue this. It was felt that it would damage the club's excellent relationship with Claro Bees which the committee wishes to maintain.

Date of next meeting:

Thursday 10<sup>th</sup> December 2020 at 7.30 pm.

This will be an online meeting via Zoom.