

EFC Committee Meeting

Date: 14/07/2021

Time: 16.00

Location: Quartermile

Attendance: Don M, Anja K, Martin B, Andrea M, Marco B, Ellen S (arriving at 17.45)

Apologies: Paul N-M

Minutes: Marco B.

Agenda:

1. Approving Ellen Starkey as Committee Member and Grants Officer
 - a. Yes/No
2. Level 0 and return of full indoor fencing:
 - a. Can we return next week? If not, when?
 - b. Process for risk assessments
 - i. Who, how often, how many?
 - c. SF Guidance - is it likely to change materially, enough to affect the risk assessments?
 - d. EL Booking
3. Move to Meadowbank Sports Centre
 - a. Yes/No?
 - b. Look at potential draft schedules, which one do we want, do we want any modifications?
 - c. Curriculum and lesson aims for all classes?
 - d. A look at budget, how much will we need to break even with new schedule of classes
 - e. Promoting new venue and classes
4. Resuming Fencing at St. Thomas of Aquins:
 - a. What classes will we run there, which ones from the MSC schedule can we adapt to the reduced hall time available at St. T?
5. [Data Protection](#) & [Privacy Policies](#)
 - a. Introduction
 - b. Vote to adopt
6. Direct Debit and Monthly Membership
 - a. Proposed restart in August 2021
 - b. Setting membership levels
7. Charity Trustees
 - a. Who?
8. AOB

Minutes:

1. Ellen Starkey is unanimously elected as committee member and grants officer.
2. Can we return to indoor fencing? - This discussion effectively merged points 2, 4 and 6 into a wide ranging, hour long discussion.
 - a. Committee was divided as to whether we should aim to return next week. On the one hand we are keen to return to fencing as quickly as possible, and there would be reputational gain from moving quickly, however:
 - i. Scottish Fencing have yet to update their guidance, so we would be guessing at the capacity/numbers that we could allow to fence
 1. This is particularly important as our breakeven point is 25 fencers on the night.
 - ii. All risk assessments have to be updated in line with new guidance issued - without new risk assessments that we know meet guidance, we will have to proceed with the old ones, limiting capacity to 20 fencers, effectively accepting a loss.
 - iii. Pay as you go has not been a popular system thus far, and all July sessions would be pay as you go.
 - iv. Timing for getting book system set up and getting the bookings filled was deemed by some to be too short
 - b. Process for updating covid risk assessments was reaffirmed, smoothing over any confusion from beforehand. It is clear that the club needs to have separate risk assessments for every different class/session it runs. It was also accepted that these risk assessments may be quite similar, as the classes themselves operate in similar ways, as far as Covid is concerned.
 - i. Marco will coordinate creation and updating of risk assessments with Don. Updating will be undertaken by the class/session coaches and Martin will check to see that all risk assessments comply with government and Scottish/British Fencing guidance.
 - ii. Risk assessments will be checked ahead of every session, and updated when needed.
 - c. Scottish Fencing has yet (at time of writing) to publish updated guidance on fencing during Level 0. Committee agrees that it would be preferable to wait until guidance is available so that decisions can be based on hard facts
 - d. The club's Edinburgh Leisure booking at St. Thomas of Aquins remains in place, and will resume on Tuesday, Aug 19th as it stands. Marco to contact EL and ask to restore our bookings for Tue & Thurs starting Aug 3rd.
3. Move to Meadowbank Sports Centre
 - a. The move to Meadowbank is approved unanimously, but it is noted that we do not have a confirmed date for the opening from Edinburgh Leisure yet - just Autumn 2021.
 - i. Conditions and cost for let will remain the same as our current Edinburgh Leisure let at St Thomas of Aquins.
 - b. Andrea presents her draft schedule, which is well received by committee, and a lengthy discussion ensued to ensure everyone understood the details and is on the same page
 - i. The new schedule is to some extent aspirational, and committee does not expect us to be able to run all of it immediately

- ii. Approved unanimously
- b. Membership levels:
 - i. Given ongoing restrictions on venue capacity (even after Level 0), the potential (however well the risk is managed) of covid shutting down the club, it was agreed unanimously that committee will have to look at increasing membership fees.
 - ii. Any change would not be drastic, a £5 increase a month was discussed, but would go a long way toward stabilising the finances of the club, which have been running at a loss for some months.

7. Charity Trustees

- a. Marco outlined that the charity application was progressing, but that the club needs to agree on 3 trustees. Marco and Paul have volunteered to be the first two, but a 3rd is needed
 - i. Andrea objects to Paul becoming a trustees, citing committee and club commitments made in the Winter to remove coaches from committee and, consequently, trustees
 - ii. It is countered that Paul has few coaching commitments (1-2 fencers), is club President, and that this objection has not previously been raised.
 - iii. Committee remains divided on this issue and no vote is taken. It is agreed that Marco should create a role profile and include a call for volunteers in the next newsletter