

LINCOLN CAMERA CLUB

Minutes of Special Committee Meeting 25th August 2020 to discuss COVID 19 Arrangements

Present Jorj Malinowski, Audrey Stanley, David Weaver, David Tabberner, Dawn McCall, David Davies, David Chapman, Steve Percival, Alastair Scammell, Keris Eyton-Williams, Karen Bassett, Bryan Hurt

1 **Apologies** Non attendance by Chris Gresham

Action

2 **Minutes of last meeting:**

The minutes of the last meeting held on 26th February 2020 were approved.

3 **COVID 19 Survey Interaction Response:**

Discussion took place on the healthy number of members who are interacting with the club via Facebook and other online mediums including link up with Lincoln, Nebraska. Meriem Bertouche from RB Camera Club was thanked for organising the online inter-club competitions. Fairly unanimous response to Presidents email to members concerning potential future options that most members will not attend at the club room until a vaccine is available.

4 **On-line Meeting Options**

(a) **A Virtual Club (paper attached Scan 1)**

The President presented a paper entitled "Lincoln Photography On-Line. A Virtual Club". This paper was discussed in detail and drove the discussions and decisions that follow.

(b) **Google Meet versus Zoom Options (paper attached Scan 2)**

- 1) Both have their merits and issues. It was agreed to continue with Google Meet but a volunteer stand-in to help Bryan Hurt would be required Dave Tabberner offered his help. **DT**
- 2) Zoom however is the preferred option of many external presenters. David Weaver presented a paper on ZOOM costs.
- 3) Dave Weaver and Bryan Hurt to look into Zoom and try the free account option. If successful Dave Weaver is authorised to purchase a license. **DW/BH**

(c) **Meeting Timescales**

Continue on a Tuesday night but try to make fortnightly as soon as possible.

BH/DT

(d) **Program and content**

Volunteers required to help increase variety of the content. It was decided to open up the on-line meeting as well as the Facebook page to other clubs in Lincolnshire to try an increase scope.

All

(c) **Organiser/comptroller**

- 1) Google Meet to be organised by Bryan Hurt with Dave Tabberner aiding.
- 2) Zoom only accepts a single named person to control it and all the

BH/TB

presentations. This may be a member or an external organisation or person. Jorj will investigate some options on this aspect.

JM

5 Timescale for possible reopening of Club Room

6 Plan of action for when Club Room reopens. (papers attached Scan 3 and 4)

These two agenda items were merged and took into account the following during the discussion:

- Restriction on number of attendees
 - Other Social Distancing issues to consider
 - i. Access
 - ii. Wearing of masks
 - iii. Refreshments
 - iv. Toilet facilities
 - v. Hand sanitiser
 - Signing in for Track and Trace purpose – responsible person
 - COVID 19 Guidance note from PAGB
- 1) David Weaver & David Davies presented a paper “Club Room at Red 24/7, Doddington Road, COVID” summarising the various Health & Safety and Risk Assessment issues. These notes were driven by the PAGB Guidance letter and through that:
 - a. HSE COVID 19 Risk Assessment Guidance document
 - b. HMG Ministry of Housing guidance on reopening of community facilities.
 - 2) Formal Risk Assessments are a legal requirement for the Venue (Red Recruitment) and for any meeting held therein (Lincoln Camera Club).
 - 3) Consideration was also given to the age profile of the membership.
 - 4) Social distancing would restrict numbers able to attend due to size of venue.
 - 5) Taking into account the full liabilities that could potentially fall on the Trustees and Committee it was felt that physical club meeting at Doddington Road could not take place for the foreseeable future. A more realistic timescale could be spring 2021.
 - 6) Socially distanced outside special activity group meetings such as wildlife and motorcycle photography could take place.

(7) Treasurer

- 1) David Weaver handed out the draft accounts that would have been issued at the AGM in May. There is approximately £6,000 in the current account.
- 2) We are paying £30 per week for storage of our equipment at Doddington Road.
- 3) It was agreed that as a Charity we would not charge any membership fees for current members during the current financial year. An option to be investigated is that if we utilise Zoom for external lecturers then we may utilise the option to charge fees for non club members.

(8) Any Other Business

- 1) David weaver passed around copies of the Camera Club History and Memorial Books. It was agreed to combine the Memorial Book into the History Book.
- 2) Disappointment was expressed at the lack of information from NEMPF. The PAGB letter was discovered in the PAGB E-news. (Note the PAGB letter arrived on the 3rd September with apologies on late distribution due to illness)
- 3) The committee thanked Bryan Hurt for all the effort that he has put into the on-line Google Meet program over the last few months and welcomed him to the committee.

DW