

ROTARY CLUB OF CANTERBURY

CLUB SERVICE COMMITTEE MINUTES
WEDNESDAY 16th SEPTEMBER 2015 AT 6.30 P.M.
KENT AND CANTERBURY CLUB

1. Attendance and apologies

Attendance: MW (Chair), KB, RD, AF, RH, SJ, DL, PW

Apologies: JB, PH

2. Minutes of the meeting of 19th August 2015

The minutes of the meeting held on 19th August were agreed.

3. Matters arising not dealt with elsewhere on the agenda

Two members of the club had said the Event Manager wasn't showing the changes they had made to their status (e.g. send apologies). RH had subsequently checked and the changes HAD been made. Slow network connections were possibly to blame, but ExtraDigital would, nonetheless be asked to check things out.

4. Current issues:

a. Registrar - KB

Club attendance for August was 50.83%

Dining - SJ

The Holiday Inn Express at Harbledown and Hare & Hounds at Blean were possible stand-by venues instead of Abbott's Barton when the KCCC was unavailable. SJ to enquire for further details but general feeling that standard at Abbott's Barton had improved of late. Two members had suggested that Christmas Dinners could be held at the KCCC and SJ to investigate for 2016 on a like for like basis with what Darwin College is offering – including serving our own aperitif.

b. Website – RH

Changes of speaker should be notified. There was apparent lack of clarity as to what the process was for notifying of changes to speakers. Agreed that Speaker's Secretary should, in future, include; Webmaster, Newsletter Ed, Club Sec and President. As committee minutes were posted on the website, there was no need for Chairmen to circulate these separately. To assist committee chairs/minute takers, RH to investigate a 'Club Template' for agendas and minutes in MS Word. MW reported that since January, the club had received 66 contacts via the website Contact Form button - with 11 being received since the previous meeting.

c. Newsletter – RD

The October issue had been drafted. RD felt that notices and programme additions/changes were not being sent to her in a timely manner, if at all. The recent

raspberry farm visit was an example. How to improve communication within the club was discussed. MW to raise at Club Council.

Dates for the diary

29 September	Black tie dinner – at Manston
02-04 October	Visit to St Quentin
23-25 October	District Conference at Bournemouth
12 December	Christmas Dinner at Darwin College

Other dates are on the club website

d. Membership & Mentoring

No report. RV to attend future meetings re mentoring. RY to be invited to attend as chairman of Membership Committee.

e. Speakers programme – Peter Wales

The programme is set for the next month with a number of potential speakers in the wings for subsequent months. Discussion regarding which of his two talks about the Vulcan Paddy Langdon should present.

f. Archivist issues – Alan Forrest

Past Presidents reports were in hand. Details were needed of the St. Quentin contact since its start.

g. Dining & Entertainment – Sharon Jordan

Some details were needed for the Manston event. The Christmas Dinner date had been confirmed. Menus were awaited. Booking and payments should be via the website but menu preferences will be via email.

h. Stewards programme – Sharon Jordan

Details had been circulated

i. Safety issues and child protection – Jacquie Bartlett

No report

j. Almoner issues – David Lewis

DL only just back from holiday so normal Almoner business will be resumed.

5. **AOB**

None

6. **Date of next meeting**

Wednesday 21st October, 6.30pm at Kent & Canterbury Club