



## **Minutes of the OWBA Committee Meeting**

**Sunday 30<sup>th</sup> June 2013**

Downward Room, West Buckland School

### **Present**

Andrew Broggio (President)

David Cummins (Patron of the OWBA)

David Walker

John Vick (Headmaster)

Kate Harvey (Acting Development Director)

Lucy Lancaster (ARO)

Guy Avery

John Light (Foundation Chairman)

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### **1. Apologies**

Neil Kingdon.

### **2. Minutes of the last meeting**

The BBQ and bar with rugby match versus Shebbear have been confirmed. JFV reported that a communication strategy formalised by VB and AGC would start during the summer months.

### **3. Matters arising from the last meeting**

AB informed the Committee that Piers Inkin from Smith & Williamson Investment Management would be sending the paperwork to set up an OWBA account to invest surplus funds. The OWBA currently receives funds from regular giving and this money should be utilised in addition to the life subscriptions. NK and AB feel that the funds in the account are decreasing. The lump sum transfer (from Alliance & Leicester in February 2011) of £23,563 along with regular giving income should be invested. Income from the investments would be used to support bursaries.

The Committee approved the proposal to invest funds with Smith & Williamson and authorised Andrew Broggio and Neil Kingdon to act as signatories to the investment account.

The cost of a life subscription (currently £50) was discussed. As this figure has been static for a long time, AB proposed that this should be increased to circa £75 or even up to £100. JFV had no objection although the Governors would advise on sensitivity as it would seem a steep increase. AB advised that members receive a hood and the Buckland Brief. It was important to demonstrate to the members that they were getting value for money from their subscription. It was agreed to postpone this discussion.

The question of whether the Buckland Brief should be printed or electronic was raised. JFV stressed that this matter should be addressed in the communications strategy. AB has received a lot of support for a printed version. DC said that the members would be more inclined to pay the subs if they feel they are getting something back. AB said that NK was keen to include a donation form.

### **4. Confirmation of Committee Members**

JFV advised that the constitution should be used correctly and to ensure that the correct version is being used and adhered to. There seemed to be confusion as to who was a member/committee

member, who should attend meetings, and voting rights. KR and AC's positions would be up for election at the September AGM.

*DW entered the room at 10.30am*

The process of election of members was discussed in detail. JFV suggested that names be put forward before the AGM and voted on at the meeting. It was agreed that nominations for the two places should be put forward and given to LCL by an agreed date. Nominations would not be accepted on the morning of the AGM. Voting would be by a show of hands or a ballot by members present. The AGM agenda would be published four weeks ahead of the meeting with proposed names. The election of the Vice-President would adopt the same procedure. GA asked if individuals nominated should attend. DC confirmed that they should. DW asked how possible candidates would be approached. AB said that several members have already expressed an interest.

## **5. Events**

Speech Day sport is all in hand with a planned rugby match against Shebbear. LCL informed members that the boys hockey organized by Chris Burrows in the past had been handed to her with suggested players. LCL suggested that she should act as the central point of contact for all future OWBA sporting fixtures in order to improve communications and event organisation. All agreed. The BBQ and bar would be run by the OWBA as in previous years.

**Action: LCL to check licensing with the Assistant Bursar.**

DC raised the question of the Patrons Coffee Morning for Past Presidents. In the past, this has been poorly attended. It was agreed to extend this invitation to former members of staff as well as Past Presidents.

**Action: KH to check Past Presidents on the Karslake board to make sure all are invited.  
LCL to provide a list of former members of staff with the help of Mike Tucker.**

The ticket prices for the Chartered Surveyors' Dinner and the Plymouth Lunch (Friday 15<sup>th</sup> and Saturday 16<sup>th</sup> November respectively) were agreed at £30 for the CS dinner with a £15 rate for students and the Plymouth Lunch price raised to £30 to cover rising costs.

London Dinner – Saturday 8<sup>th</sup> March 2014.

**Action: LCL to market the events.**

**LCL to make sure that Andrew Moore is aware of all lunch/dinner dates so he can be present if JFV is unavailable.**

**VB to organise the London Dinner and to contact Geoff Bayles to discuss possible RAC Club venue discount.**

## **6. Careers and Higher Education**

NK and AB met Matt Brimson, Judith Carter and Noah Shawcross (academic staff) earlier in the week to discuss OWBA careers advice and support. Matt is very keen to drive this forward. NK has agreed to attend a Sixth Form assembly in September in order to present the OWBA and this service.

## **7. Minor Constitutional Changes**

A minor re-draft (tidying up exercise) had been conducted and circulated in advance of the meeting. All present were happy with the final copy and agreed to this minor re-drafting. It was agreed to post the final version with a statement on the website.

**Action: AB and NK to draft a statement and LCL to post on the website.**

## **8. AOB**

JFV raised the possibility of a joint school / OWBA event for the June weekend rather than separate events on different days. Dom Ford had confirmed to JFV that he was happy for the school cricket team to forgo a block fixture in favour of an OWBA match. Return to school reunions could also be organised for this day. A date would have to be fixed with David Hymer (school calendar) and the Sports Department.

**Action: LCL to check with Chris Wilson about the arrangements for shooting on Speech Day.**

## **9. Date of Next Meeting**

Friday 30<sup>th</sup> August 4pm. Downward Room

**Meeting concluded at 11.20am.**