

**The BUSA Committee met on 1st June 2021  
via Google Meet CALL, 18:30 - 20:00**

**Committee Meeting Minutes**

**Attendees:** Kate Ledgard, Hugh Braidwood, Alaric Bates, Daniel Fox, Dom Lewis, Elysia Dooley, Emma Hartley, Hebe Hemming, Jack Fenick (RYA), Jon Crawford, Jake Miller, Natalie Clarkson, Peter Saxton, Pip Cropley, Liv Teasdale

<b>Actions</b>	<b>Lead</b>
Make most recent BUSA sailor survey available on the website	<b>HB</b>
Help push clubs/individuals to enter the following events: <ul style="list-style-type: none"> <li>● Women's TR Champs</li> <li>● BUSA Summer TR Champs</li> <li>● Itchenor Schools Week</li> <li>● Firefly Nationals (when second round of entries open)</li> <li>● BUSA RS21 event</li> </ul>	<b>AC's/PC /LT</b>
Send HB risk assessments for BUSA Summer TR Champs for publishing online	<b>DL</b>
Let JF know if we want some spaces held for the round island race opportunity	<b>EH/HH</b>
Let KL know if you are interested in helping/leading any projects e.g. Sailability	<b>ALL</b>
Share sustainability press release coming out to encourage a higher percentage of clubs who sign up to complete a certain level of award	<b>AC's</b>
Find someone involved in a USC to help provide feedback for RYA's ED&I toolkit	<b>KL/EH</b>
Fill in your section of the 'Meet the Committee' document if have not done so already	<b>ALL</b>
Share RYA's 'who to contact' document with the committee	<b>HB</b>
Find out and inform JM as to how many teams from qualifiers go straight to finals	<b>DL</b>
Consider RYA's adoption of minimum number of female helms for team racing events	<b>DL/EH</b>

	<b>Item</b>	<b>Lead</b>
<b>1.</b>	Apologies for Absence  Notified; Jess Beecher (Jack Fenwick present as RYA rep), Rebecca Coles	EH
<b>2.</b>	Committee Structure <ul style="list-style-type: none"> <li>● You can find the document from the 2018-19 <a href="#">here</a> (slide 10)</li> <li>● Please also see your role responsibilities within the <a href="#">committee handbook</a></li> </ul>	EH
<b>3.</b>	By-Election <ul style="list-style-type: none"> <li>- Match Racing Officer - still vacant</li> <li>- Media Coordinator - Liv Teasdale</li> </ul>	EH

	<ul style="list-style-type: none"> <li>- Northern Chair - Natalie Clarkson</li> <li>- South Central Chair - Harry Johnstone</li> <li>- Western Chair - Alaric Bates</li> </ul> <p>All applicants were elected for the corresponding role they applied for by the BUSA Committee.</p>	
3.	<p>Finances Report</p> <ul style="list-style-type: none"> <li>• Finishing off handovers Jenny and getting access to the banking etc. Will be having a meeting with Peter/Hugh/Emma/Hebe to go over responsibilities and expectations for the year ahead</li> </ul>	JC
4.	<p>Goals for Year Ahead and Strategic Plan</p> <ul style="list-style-type: none"> <li>• Go back to basics and host some great events</li> <li>• Improve comms with sailors in BUSA</li> <li>• Support clubs from recovering from Covid-19 pandemic</li> <li>• Reviewing strategic plan to openly discuss in the next meeting - let Emma know if you have any particular goals that you would like to add</li> <li>• <a href="#">BUSA 2020-21 Sailor Survey</a> gives an insight for current students and club's needs/demands</li> </ul>	EH/HH
5.	<p><u>Discipline Officers</u></p> <ul style="list-style-type: none"> <li>- <b>Fleet Racing - Daniel Fox</b> <ul style="list-style-type: none"> <li>- In touch with Itchenor sailing club regarding their schools week, logistics and more details to follow soon</li> <li>- Firefly Nationals are now at capacity but looking to open a second round of entries in a few weeks, will look to push this on social media</li> </ul> </li> <li>- <b>Team Racing - Dom Lewis</b> <ul style="list-style-type: none"> <li>- BUSA Summer Champs (12th - 14th July) - please can all AC's push their USC's to enter this event as we have capacity for 24 teams, get in touch with DL if you require any more information <ul style="list-style-type: none"> <li>- Keep entries open as they are this week but open up to alumni teams if we still have a few spaces left</li> </ul> </li> <li>- Hoping to set up keelboat team racing events which will involve training in the first term and racing in the second term which will be set up for 2021-22 and looking to involve alumni after the next academic year</li> <li>- A Google Form will be available for graduates this year who want to carry on being involved in team racing as alumni teams which DL will hope to support</li> <li>- Reminder about the women's team racing event which entries have been extended to Friday morning</li> </ul> </li> <li>- <b>Keelboating - Rebecca Coles</b> <ul style="list-style-type: none"> <li>- RS21s event from 6th to 9th July, youth BKL qualifier on 10th - 11th July which the RS21 event can support, two days of training then a day of fleet racing and a final day of match racing. This is to look to make it accessible and open up these leagues to students across the UK. Teams don't have to all four days if they cannot afford/cannot attend all of it. Details e.g. NOR need to be sorted ASAP</li> <li>- Round the island race opportunities - let Jack know if this is something that we would want a BUSA women's/development team for, four boats are being held</li> </ul> </li> <li>- <b>Match Racing</b> <ul style="list-style-type: none"> <li>- No updates currently</li> </ul> </li> </ul>	DF DL RC HH

6.	<p><u>Development Update</u></p> <ul style="list-style-type: none"> <li>● Previous officers have normally picked a new project to focus on, however, this year would be best if a focus was made on maintaining the ones we currently are running <ul style="list-style-type: none"> <li>○ Action: any committee members let KL know if you are interested in helping lead any projects</li> <li>○ Sailability, TIDE, women in sailing, sustainability and discover sailing are all projects which need a continued push</li> </ul> </li> <li>● We should get a development fund this year which would help support clubs out of Covid, exact funding hasn't been decided yet</li> <li>● TIDE &amp; diversity/inclusion involves USA, Scotland, Ireland and Canada (and possibly Australian) - some exciting opportunities <ul style="list-style-type: none"> <li>○ Looking to put forward something within the BUSA constitution</li> </ul> </li> <li>● Women in sailing, previously led by NA - looking to create some aims to compile a plan for the year to keep the momentum with this project going</li> <li>● Discover university sailing (RYA) - extension of discover sailing programme, used to help USC's run open days to encourage more people to come and get involved. Resource packs will be available with printing material which can be reused and help USC's with promoting their clubs to encourage sign-ups. <ul style="list-style-type: none"> <li>○ The RYA are looking for industry experts to help USC's identify key areas to work on to improve sign-ups and engage with potential members better, this is so that a toolkit can be provided and referenced to in the future, as well as providing sessions e.g. how to retain members. Lastly, a focus on racing with QMSC to run a 'rookie' fleet racing champs as an alternative to the BUSA Champs, as a softer way to enter the university sailing 'circle'. £1,000 will also be available to clubs for prizes for this championship and for the project, suggestions from committee is welcome as to how this money can be distributed evenly.</li> <li>○ Toolkit - looking for a 'guinea pig' to provide feedback on how effective it is likely to be, email was sent to KL</li> </ul> </li> </ul>	KL
7.	<p><u>Media Update</u></p> <ul style="list-style-type: none"> <li>● Meet the committee document to be filled by everyone - Liv will start with the posts on SM once everyone has filled in their section, please fill in your section <b>Action</b></li> <li>● Made a calendar which will be shared soon (HB or EH to help find how to share)</li> </ul>	PC/LT
8.	<p><u>Area Chairs Update</u></p> <ul style="list-style-type: none"> <li>- <b>Scotland - Jake Miller</b> <ul style="list-style-type: none"> <li>- SSS summer keelboating event happening ahead of Scottish BKL event as a good opportunity for teams to get up to speed - two day event (Thurs &amp; Fri)</li> <li>- Scottish teams are on the fence about attending the BUSA summer champs due to the location and going back home after university, Covid restrictions and other factors are also having an effect</li> <li>- How many teams from their region will be going straight to BUSA finals?</li> </ul> </li> <li>- <b>Midlands - Elysia Dooley</b> <ul style="list-style-type: none"> <li>- Looking at getting an area keelboat officer as this in an area they want to push</li> <li>- Social sailing/beginner sailing event would be good to run, will chat to JF</li> <li>- Planning on increasing training within the region to improve inter-club links</li> </ul> </li> </ul>	JM IB ED
9.	<p><u>Secretary Update</u></p> <ul style="list-style-type: none"> <li>● Will be contacting the new committee members from the by-election to get some more details and a profile picture to put on the BUSA website</li> <li>● Alumni donation towards BUSA Tour (based on RYA magazine article)</li> </ul>	HB

	<ul style="list-style-type: none"> <li>• Literally just had all bags and labels arrive for putting each set of our brand new Rooster race bibs in!</li> <li>• Availability from late June - make sure any tasks/requests are made in the next couple of weeks as I will not have as much access to emails between 24th June - 10th July</li> </ul>	
10.	<p>Notified Any Other Business;</p> <ul style="list-style-type: none"> <li>• Sharing pronouns - not everyone has to do but it would be great to include in meet the committee posts and email signatures</li> <li>• JF - RYA in the process of introducing ET team racing comp as an invite-only event, based on whether there are mixed gender helms/crews and single gender team pools to help make the event more equitable. The mixed helm rule is an action to push against the male-dominated nature of helms within the sport. Teachers from schools would like to see this adopted more widely within team racing, could the gender rule be something for BUSA to adopt?</li> <li>• Make sure to respond to messages on Slack, even if it is to say you're busy and you'll get back to them later!</li> </ul>	EH
11.	<p>Next Meeting Dates:</p> <ul style="list-style-type: none"> <li>• 10th August 2021</li> <li>• 26th October 2021 (in person, location TBC)</li> <li>• 11th January 2022</li> <li>• 8th March 2022</li> <li>• 5th April 2022 (AGM)</li> </ul>	HB