

# **Ibex Virtual Committee Meeting Minutes – 6th February 2024, via Teams**

Attendees: Karen G, Maggie M, Heather McG, Mags R, Patrick T, David W, Peter R, David M

Apologies: Jan O'B, Natalia D-B

KG welcomed everyone.

## **Actions relating to Metrobank account to include Patrick Tehan on the bank mandate with full authority as Treasurer**

- Patrick Tehan had been appointed as Treasurer of the club by resolution of the club members at the club AGM on 28 October 2023
- The committee was informed that, notwithstanding that Patrick had been appointed Treasurer, Metro Bank require that the club committee specify that Patrick Tehan is to be added to the Metro Bank account and specify the mandate.

The committee resolved that David Merry as outgoing Treasurer should add Patrick Tehan to the Metro Bank account for the purposes of all Ibex Mountain & Hillwalking Club banking and he is authorised:

- as the new Treasurer to have full access to the account (including via mobile app) for the purposes of making all deposits and withdrawals, up to any amount, to and from the bank account
- to obtain a debit card and cheque book for the bank account, if required
- to obtain a paying in book, if required
- to carry out any actions required to give effect to the above

The committee resolved that:

- Patrick Tehan (as new Treasurer), David Merry (as outgoing Treasurer) and Karen Goepfert (as President) will each be the signatories of the Metro Bank account.
- Patrick, David and Karen will each have full access to the account.
- When the treasurer handover has completed, Patrick Tehan will be authorised to remove David Merry from the Metro Bank account
- The signing rules will continue as before and are that:
  - only one signatory will be needed to sign on account
  - any of them can make all deposits and withdrawals, up to any amount, without needing the consent, signature or authorisation of the other.
- David and Karen, as the current signatories of the Metro Bank account will sign the extract of the Committee meeting minutes

The committee also stated, for the purpose of the Metro Bank requirement, that the key officials of the club are:

Karen Goepfert (President)  
Patrick Tehan (Treasurer)  
Peter Ramell (Secretary)

Mags Ruttle (Weekend Planner)  
Natalia Diaz Burlinson (Weekend Co-ordinator)  
Maggie Maloney (Membership Secretary)  
Jan O'Brien (Day Walks Organiser)  
Heather McGill (Newsletter Editor)  
David Watts (Webmaster)

We would provide a signed extract from the minutes including this resolution to Metrobank.

**ACTION PR KG DM**

In further discussion of Treasurer issues with DM:

- a few people had erroneously paid into the HSBC account: this had been sorted out with them. We would aim to keep the HSBC account open for about a couple of months and would then close it. Susan W, as a main signatory of the HSBC account, would need to be involved. Susan briefly interjected that she would be happy to take care of closing the HSBC account when we are ready.

- DM had put his payment details on to WorldPay system for paying for the use of Net Host for the (old) website. We would need to consider if Net Host would continue to be required for the new site. It might be required for buying back the domain name. DM would provide DW with details of two annual payments to WorldPay which have been being paid. **ACTION DW**

- it was noted that James Hancock and Dave Bibby were the main signatories of the Paypal account. PT had also been added as a signatory

DM then left the meeting.

## **Actions from last committee meeting**

- **KG HMcG:** to discuss the possibility of advertising certain non-Ibex trips and other items as appropriate in the newsletter. *KG would be discussing this with HMcG, with a view to including a template for adverts in the March newsletter.* **ACTION KG HMcG**
- **KG:** to explore with Jenn Li if she could take on the social media role. *KG would be in contact with Jenn Li on this.* **ACTION KG**
- **KG:** to discuss with Siobhan O'Shea the possibility of restarting some climbing activity. *KG had discussed with Siobhan, who would be stepping back from involvement in climbing, given work pressures. KG would aim to organise an informal event for Ibex members at The Castle to generate some climbing activity.* **ACTION KG**
- **KG:** to draft email to members about arrangements to stagger submission of membership renewals around 1 January, for inclusion in email MM will send on subscription renewal. *Done*

- **PT:** to check with DM whether the incentive for weekend organisers could be done by an adjustment to the expense spreadsheet, without any complications. *PT would be checking on this with DM.* **ACTION PT**
- **KG:** to inform people who organised weekends in 2023 that they would now need to pay the full membership rate, but that we would separately be offering them the £5 payment that had been available under the previous weekend organiser reduction. *KG would be contacting people who organised weekends in 2023 accordingly* **ACTION KG**  
*KG It was noted though that this was not a major issue*
- **KG:** to do a note on use of Meet Up to publicise day walks and club nights. *KG would be doing a note accordingly* **ACTION KG**
- **KG:** to send an email to all members about the new website. *Done*
- **DW:** to consider whether an update to the previous note on steps to website transition was needed, and to send committee members an update of the manual. *Done*
- **ALL:** to take a further look at the website. *Done*
- **PR:** to send approved AGM minutes to all members *Done*
- **KG:** to arrange further meeting of the sub-committee on arrangements for the 40th anniversary event in November 2024. *Action in hand, but it was proving difficult to find a suitable date.* **ACTION KG**
- **MM:** to draft an email to members about subscriptions renewal and show to PT, DW and KG *Done*
- **DW:** to let MR have Scotland dates for 2025. *Done*

## **Treasurer/Financial Position of Club**

- **PT:** update not available since handover still in hand because of the banking issues, but he would provide some updated figures over the next couple of weeks, when feasible. **ACTION PT**

## **President**

- Minutes of 30 November approved.
- The new website was working well, including for subscription renewal.
- For updating the new website, it was agreed that:
  - DW would edit the weekend events to add further details from weekend adverts and generate the blog from the material on the write-ups of weekends, anonymised as appropriate. For this HMcG would provide DW with the PowerPoint files.
  - KG would prepare the information on Club Nights, using the template that DW had provided.

- J'OB would update the Day Walks (subject to confirmation from J'OB)
- minutes of committee meetings would be put on the new website, in the "Downloads" section. This would mean that minutes would be visible to all enquirers, not just Ibex members, but there seemed no reason why they should not be. **ACTION PR**
- KG was arranging a meeting of the sub-committee on arrangements for the 40th anniversary event (combined with the AGM) in November 2024 at Thornbridge. Given the need for planning, it would be best to start to advertise the event fairly soon, perhaps March, to get an idea of the likely number of people coming. **ACTION KG.**

## Club nights

- **KG:** arrangements being made. Thanks to HMcG and PT for doing the February and April nights respectively. KG will email members asking if any would like to volunteer to do a presentation at a club night **ACTION KG**
- While there had been a good number of new members at the January club night, the low number of existing members attending had been disappointing
- There was some discussion about refreshing the club nights to make them more attractive to members, including getting better screen facilities and updated visual presentation. The venue might also be reconsidered.

## Website/Social media

- **DW** Website - as above. DW was also working with MM to iron out a few issues
- Social media - KG, who was in touch with EC, would get admin rights to the Facebook page, and would try to get events posted. **ACTION KG**

## Membership

- **MM:** report provided. The considerable number of new and prospective members was encouraging.
- The new website required some work by the membership secretary in maintaining lists of members for the Webcollect email arrangements, and this was in hand.
- Noted that two people had renewed subscriptions by cheque. Agreed that we would not take too strong a line against use of cheques, but that we would discourage it, on grounds of administrative costs, and indicate that we were seeking to discontinue it, probably from 2025.

## Weekend Co-ordinator - 2024

- **NDB:** report provided. The lack of an organiser for the early May BH remained a problem. KG would send a further email to members seeking an organiser, saying that plenty of support for a new person would be available. **ACTION KG**
- There was discussion about the position where an organiser of a weekend had to drop out for exceptional reasons, as had happened on a recent weekend. Following discussion it was agreed that the cost of the weekend would be split between those attending (up to the £35pppn cap, with any cost above this falling to Ibex) - ie there would be no contribution by the organiser. This approach would be applied consistently in any such case. (It was in line with what had been done during Covid.) KG would inform NDB, for inclusion in weekend organiser guidance material. **ACTION KG NDB**

## **Weekend Planner - 2025**

- **MR:** working on plans for 2025.
- Best to give priority to making arrangements for the bank holidays. (There was already a booking for Easter.) There were suggestions of possible locations, including Shropshire, Cornwall and Norfolk, though the latter had no hills.

## **Day Walks**

- No report.

## **Newsletter Editor**

- **HMCG:** the recent newsletter had been sent out successfully using the Webcollect email facility

**AOB** - none raised

## **Date of next virtual committee meeting**

- Tuesday 16 April 2024 - 7.30pm

## **Summary of actions following meeting**

**PR KG DM:** to provide to Metrobank a signed extract from the minutes including the resolution relating to the Metrobank account.

**DW:** to consider if Net Host (and payment to WorldPay) would continue to be required for the new website.

**KG HMCG:** to discuss the advertising of certain non-Ibex trips and other items as appropriate in the newsletter.

**KG:** to explore with Jenn Li if she could take on the social media role.

**KG:** to aim to organise an informal climbing event for Ibex members at The Castle

**PT:** to check with DM whether the incentive for weekend organisers could be done by an adjustment to the expense spreadsheet, without any complications.

**KG:** to inform people who organised weekends in 2023 that they would need to pay the full membership rate, but that we would be offering them the £5 payment that had been available under the previous weekend organiser reduction.

**KG:** to do a note on use of Meet Up to publicise day walks and club nights.

**KG:** to arrange a further meeting of the sub-committee on arrangements for the 40th anniversary event in November 2024.

**PT:** to provide updated figures on bank balances when feasible

**PR:** to put minutes of Ibex committee meetings on the new website, in the "Downloads" section.

**KG:** to email members asking for volunteers to do a presentation at a club night

**KG:** to get admin rights to the Ibex Facebook page

**KG:** to send a further email to members seeking an organiser for the early May BH weekend

**KG NDB:** to include in weekend organiser guidance material the agreed arrangements on where a weekend organiser had to drop out for exceptional reasons