



## Berkshire Ornithological Club

### Minutes of Committee Meeting

held Tuesday 12<sup>th</sup> July 2010 at The Pavilion, Prospect Park Reading

**Present:** Renton Righelato (chair), John Roberts (Treasurer), Mike Turton (Secretary), Neil Bucknell, Fraser Cottingham, Gordon Langsbury, Dot Lincoln, Ken Moore, Bill Nicoll, Ray Reedman, Ruth Angus, Colin Wilson, John Lerpiniere, Ted Rogers

Chris Heard (County Bird Recorder), Ken White & Sarah Priest (BTO Regional Reps).

1. Apologies for absence Debby Reynolds, Hugh Netley
2. Minutes of the Committee meeting held on 23<sup>rd</sup> March 2010 were approved and signed.

#### 3. **Matters Arising**

**QMR:** 4 sets of keys and exit passes issued by Thames Water to RRI & distributed to regular users. For all other people, access is restricted to Sailing Club hours until a new entry system has been installed (likely to take several months).

**Statement to birdwatching fraternity in Berkshire on bird recording arrangements in Berkshire** (Jan 2010 meeting). CDRH and CW to draft brief statement for websites.

**Grants for purchasing digital projector:** RRe investigating National Lottery grant. GL will require digital projector for the December Social meeting. It was noted that NDOC had received an OPAL grant for involving younger people and may be asking BOC if they would like to participate.

**Swift nestbox pole:** to be discussed with Grahame Hawker for installation in 2011.

**Membership leaflets:** New membership leaflets have not been printed. New membership application forms also need to be produced.

**Action:** MTu to get 1000 leaflets printed.

**Action:** All to contact MTu if they need a stock of leaflets.

**Kennet Meadows:** subgroup has met to investigate possible site designation and consider what other actions are necessary.

#### 4. **Treasurer's report**

Conservation Fund	£4,794	Balance as at 30.09.09 was £5192. £1000 paid to Pang, Kennet & Lambourne project
Club Current accounts	£13,593	£243 of this is Bird Fair fares. Balance as at 30.09.09 was £9,665
Atlas Group	£4829	

Estimated additional expenditure this year are officers' expenses (£400) and room hire deposit (£400).

Interest this year likely to be about £32 (was £168 in 2008/9 and £521 in 2007/8).

Gift Aid received this year for Club funds is £965 (£823 last year). Gift Aid received this year for the Atlas Group is £129 (£496 last year).

A proposal that Donald Reid be appointed Independent Examiner for the 2009/10 accounts was approved *nem com*.

Membership currently stands at 302 member units.

## 5. **Atlas Group update**

RRi reported on progress to date:

- 93% winter surveys completed showing 170 species.
- In excess of 75% of summer surveys will have been completed by the end of this summer.
- Still a major problem with under-recording confirmed breeding. Currently 112 confirmed and 16 probable breeding species with an average 20 species/tetrad (last Atlas showed 120 confirmed breeding species with an average 30 species//tetrad).
- Need a push on fundraising – just under 50% raised to date.
- Estimated publication date is 2013.
- New artwork being produced.

## 6. **Procedure for appointing County Recorder and Berks Record Committee members**

A paper produced by RRi was circulated prior to the meeting. The contents have been agreed with NDOC.

CDRH & KM felt that the paper needed to give a more positive indication that the CR has more influence over the membership of the BRC.

**Action:** RRi to make adjustments to the paper to reflect this and circulate to affected parties.

The Committee endorsed the paper *nem com* subject to the changes discussed. Thanks were expressed to RRi for his work.

## 7. **Bird report**

CW currently working on double report for 2006 & 2007. 85% of species accounts received for 2006 and 70% for 2007. These are being submitted in a number of different formats (not using standard template) and need to be edited before submission to CDRH for checking. There have also been problems with managing different versions of the 2007 database. The report will not be ready until the end of 2010 at the earliest.

Issues with report production and ideas for streamlining the process were discussed. Key issues are database management (including issues with importing data from Birdtrack) and the production of species accounts (including a shortage of account writers). Ideas put forward for consideration were

- Limiting the amount of detail in species accounts, especially for common species.
- Making data available via the web to supplement the report.
- Using a report generator.
- Paying someone to produce the species accounts.

**Action:** CW to produce list of common species where accounts can be shortened.

An interim editorial board (consisting of Ken Moore (chair), Chris Heard, Colin Wilson, Bill Nicoll & Marek Walford) is to be set up to produce proposals on how to:

- Solve problems with managing the database.
- Speed up the data recording process.
- Speed up the process of report production with a target of producing a report within 12-18 months of the end of each year.

## 8. **2010/2011 Season**

### a. **2010/11 Indoor and Excursions Programmes**

Draft programmes were circulated prior to the meeting. Indoor meetings all confirmed.

University has moved 4 meetings to alternative room which has same capacity, but slightly different layout. RRe still to check out what other activities will be going on the building at the same time. Total cost of meeting rooms for 2010/11 programme is £1895.

The meeting with Mike Dilger in January will be in Room 109. Larger room considered, but the hire cost would be double. Need to fill Room 109 to capacity, but judge level of publicity to make sure that the demand is not too great.

**Action:** RRe to investigate capacity of Room 109 and whether there are any alternatives.

Dave Cromack has agreed to judge the photographic competition again.

RRe was thanked for producing the indoor programme.

The excursions programme was agreed with minor corrections. BN was thanked for putting this together.

#### b. **Committee & officer appointments**

No committee members to be elected this year, but elections will be held for Hon. Secretary and Hon. Treasurer which are annual appointments.

Tim Ball to be invited to join Committee at 2011 AGM. He will be invited to Committee meetings as appropriate before then.

Ruth Angus is standing down as Publicity Officer. She was thanked for her work on promoting the Club. A volunteer is needed to replace her.

**Action:** RA to produce job description for Publicity Officer

#### c. **New season pack preparation**

MTu/TR to arrange production and mailing of annual membership pack by end August.

### 9. **Membership Development Strategy**

At the end of the discussion at the last committee meeting, the setting of actions was deferred to this meeting.

NDOC are amenable to having joint special meetings.

**Action:** Atlas group to investigate organising an Atlas Roadshow to be held indifferent locations across the county

**Action:** RRe & FC to investigate holding a conference on Managing Nature Reserves in Berkshire.

**Action:** RRe to produce draft bird feeding leaflet incorporating BOC logo & publicity.

Garden centres:

- Find out which garden centres are interested & what they would take. More likely to get interest from independents.
- Leaflets in bird feed section
- Display on feeding garden birds which promotes the Club and which shows products sold by the garden centre
- Talks about garden birds to audiences at garden centres

**Action:** FC to draw up list of independent garden centres and send to MTu for distribution to Committee.

**Action:** RRi/RA to discuss putting display together for libraries.

**Action:** CW to talk to LCE about demonstrating optical & photographic equipment, possibly in conjunction with FoLL Bittern Watch.

### 10. **Publicity – web sites**

RA has added BOC to Clubbz & will add programme when it becomes available.

Volunteer Centre websites – not relevant as BOC doesn't have many volunteer vacancies.

11. **County Show**

The NDOC has confirmed that it wishes to join with BOC on a stand at the County Show. The stand would promote Atlas sponsorship and both clubs.

**Action:** JR to liaise with NDOC

Brian Clews has been asked to provide updated Atlas sponsorship display.

12. **Spanish Trip**

Ken White volunteered to go on familiarisation trip to Tarifa Bird Fair with a view to organising a future BOC trip.

**Action:** MTu to pass Ken's details on to organiser.

13. **Volunteer & Farm Alliance Surveys**

It was agreed that we should promote this scheme within the Club and ask for volunteers to help with surveys.

**Action:** MTu to produce newsletter article and invite Dianne Nicolle to one of the autumn indoor meetings

14. **Newsletter Publication Dates**

Summer/autumn newsletter to go out with membership pack. Deadline for articles is end of July.

Current publication dates do not fit well with annual member mailing; dates to be changed to end November, end February, end May and end August.

15. **Any Other Business**

a. Still seats available on Bird Fair trip

**Action:** RRe to send email to TR to be circulated to all members.

b. CW to add link o front page of BOC website to the BerksBirds website for people who want to record sightings.

c. Spare invitation to BBOWT 50<sup>th</sup> Anniversary celebrations. If anyone would like to go, please contact MTu.

d. TR missing a number of members' email addresses.

**Action:** RRI to contact QMR permit holders whose email addresses are not on the Club database asking them to forward their email addresses to TR.

16. **Date and venue for next meeting.**

Thursday 21<sup>st</sup> October, 7.30 at The Pavilion. MTu to provide biscuits.