

South Staffordshire and District Beekeepers Association



Minutes of the Committee meeting held on Wednesday 3rd June 2020
via Cisco Webex videoconference at 7.30 pm

	Actions																																																																																																																																																																																					
<p>1. Present: Alan Greenman (Chair), Barry Crossley, Claire George, Dayna White, Ed Bennett, Stuart Roberts, Trevor Smith & Wendy Woodward</p>																																																																																																																																																																																						
<p>2. Apologies: Clive Stewart.</p>																																																																																																																																																																																						
<p>3. Minutes of the last meeting Ratified after change to AOB item.</p>																																																																																																																																																																																						
<p>4. Matters arising or items not on the Agenda None.</p>																																																																																																																																																																																						
<p>5. Review of Previous Committee Meeting Actions</p> <p>5.1: Outstanding actions (37) were reviewed: 9 were closed, leaving 28 open.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">Count of Open Actions</th> <th colspan="11" style="text-align: center;">Months Open</th> <th rowspan="2" style="text-align: center;">Grand Total</th> </tr> <tr> <th style="text-align: left;">Committee Area</th> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>8</th> <th>9</th> <th>10</th> <th>12</th> <th>13</th> <th>14</th> <th></th> </tr> </thead> <tbody> <tr> <td>All</td> <td></td> <td>2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>2</td> </tr> <tr> <td>Apiary</td> <td></td> <td>3</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td></td> <td></td> <td></td> <td>4</td> </tr> <tr> <td>Communications</td> <td></td> <td>2</td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>3</td> </tr> <tr> <td>Education</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Events</td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>H&S</td> <td>2</td> <td>2</td> <td></td> <td></td> <td></td> <td>1</td> <td>1</td> <td></td> <td></td> <td></td> <td>2</td> <td>8</td> </tr> <tr> <td>Membership</td> <td></td> <td>1</td> <td></td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>2</td> </tr> <tr> <td>Quartermaster</td> <td></td> <td>2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>2</td> </tr> <tr> <td>Secretary</td> <td></td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Stakeholders - President</td> <td></td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Treasurer</td> <td>1</td> <td>2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>3</td> </tr> <tr> <td>Grand Total</td> <td>3</td> <td>16</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>2</td> <td>28</td> </tr> </tbody> </table> <p>5.2: All committee members are requested to review actions in their respective areas prior to the next meeting. Future reviews will confirm actions closed and limit discussion to the support required to close long standing actions.</p> <p>5.3: Post meeting note: The actions log is now available on the google drive here An extract of open actions will be issued with these minutes.</p>	Count of Open Actions	Months Open											Grand Total	Committee Area	1	2	3	4	8	9	10	12	13	14		All		2										2	Apiary		3						1				4	Communications		2	1									3	Education									1			1	Events					1							1	H&S	2	2				1	1				2	8	Membership		1		1								2	Quartermaster		2										2	Secretary		1										1	Stakeholders - President		1										1	Treasurer	1	2										3	Grand Total	3	16	1	1	1	1	1	1	1	1	2	28	All
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<p>6. Apiary Co-ordinator's update:</p> <p>6.1: Shugborough: Hives are expanding and doing well. 14 Colonies and 4 Nucs. Congratulation to Stuart and Jo; successful in rearing 5 new queens.</p> <p>6.2: Hilton Green: Situation still unclear. No update received. Assumed still 4 colonies.</p> <p>6.3: Apiary Working Group (AWG): minutes for April have been issued and May's are under review.</p> <p>6.4: Apiary Code of Practice: Draft issued; Post Meeting Note: final version issued 22nd Jun - closes Action 8Apr – 11.2.</p>	
<p>7. Communications update</p> <p>7.1: The Communications team comprises Alan, Dayna & Ed.</p> <p>7.2: Paul T is updating the website using the website review report shared last month.</p> <p>7.3: Website hosting costs and future website administrative options are under consideration.</p> <p>7.4: The May Newsletter has been issued; material for July is being sought.</p> <p>7.5: Stuart's "What's on this Week" continues to be very well received. 6 Instalments have been issued so far.</p> <p>7.6: Post Meeting Note: Secretary access to the club e-mail account confirmed.</p> <p>7.7: AWG WhatsApp is working well and reports received are useful.</p> <p>7.8: Communications Team Zoom meeting required next week.</p>	Ed
<p>8. Events Co-ordinator's update:</p> <p>8.1: The Events Co-ordinator's (Social Events) group met on 1st June and a summary report has been issued for the committee. An item to note are the need to advise if and when the apiary refreshment provision needs to be increased. The report raised 3 issues:</p> <p>8.2: 1. Effective maintenance of social events info. on the web site; access to be provided to Gemma to update (Wendy to provide contact details & Alan will arrange).</p> <p>8.3: 2. Whether a Member Satisfaction survey is required this year and what questions should be asked. The committee agreed it should be done</p>	Wendy/Alan Wendy

<p>annually Wendy to e-mail committee for questions to add and will compile the draft the survey.</p> <p>8.4: 3. Fundraising: Is within the scope of the social events team. Noting COvid-19 challenges, fundraising will continue. There is an opportunity to gain funds via club members residential to Cannock and Lichfield. An application would require inclusion of a club need i.e. provision of a new marquee. The club is in discussion with the National Trust over accommodation (paused due to Covid) The Head Gardener is to be contacted for to seek an update on when discussions can recommence and likelihood of success.</p> <p>8.5: Whatever welfare accommodation is acquired, a large marquee will still be required near the apiary, to support a range of beekeeping activities including gathering, changing, briefing, sheltering from inclement weather etc – so this is to be articulated and funds requested.</p>	<p>Alan</p> <p>Wendy</p>
<p>9. Quartermaster's update:</p> <p>9.1: The AWG has now been fully supplied with equipment and provisions.</p> <p>9.2: Requests for honey jars have been received. 6 boxes remain from last year's stock (72). The committee confirmed that the same number of jars as last year is to be ordered.</p> <p>9.3: The type of jars to purchase was confirmed to stay as just 1lb jars. Association stock is to be held until new stock is obtained (Compac no stock).</p> <p>9.4: 12Oz jar lids are to be sourced for existing jars held in stock, to provide an alternative size.</p> <p>9.5: Products for supply of Verrora treatment are under consideration.</p>	<p>Dayna</p> <p>Dayna</p>
<p>10. Correspondence Requests for honey: from Chris & Howard received and responded to by Claire.</p>	
<p>11. A.O.B.</p> <p>11.1: Proposal to order Versotiles in bulk (10% discount) to be offered to members in July newsletter, subject to minimum number.</p> <p>11.2: Beecraft bulk subscription unviable minimum numbers not met.</p> <p>11.3: Ken Basterfield lecture opportunity (£2.50) e-mailed to members; response to request for lecture list and pricing awaited from Dan Basterfield.</p>	<p>Alan</p>

11.4: Committee Meeting format checked and members advised it was working ok for them.	
12. Date of next meeting: 8th July 2020	