

LSKC COMMITTEE MEETING

Monday 19 January 2026

1	Present: David Simpson (chairing) Gerry Mulligan Roddy MacDowell Louisa Newby Michael Wilkinson Neil Black (by video link) Mark Hamilton	Apologies: Mark Anderson Morva Mackenzie
2	Minutes of previous meeting The minutes of the previous meeting were approved and will be uploaded to the website. Matters arising: See discussion of these matters below	
3	Technology & Website: Michael reported that, after a lot of investigation work, a face lift to the website can be expected within weeks. • The face lift is a necessary precursor to updates to Wordpress foundations • Integration with membership software on hold • Change to make more use of club email accounts piloted using kayakstorage@lskc.org and ready for roll out • Larger scale changes to website content will be possible following website face lift • lskc.org performance appears unreliable – we have already upgraded but still not working as should so recommend upgrading to £40/mth package. This was agreed. • Four plugins are recommended at a cost of \$400/year. This was agreed Face lift website has incomplete menu, does not have logged in/logged out menus, may come and go. Only difference between this site and real site is switching of active "theme". Development website has menu with items that change depend on logged in status (LSKC logins do not work), based on a snapshot of live site. Email Use of club email accounts with better MemberMojo integration piloted. Full rollout and training to follow. Technology manager club role Added to website: https://www.lskc.org/about-us/committee/committee-role-descriptions/technology-manager/ Policy document to be created WhatsApp: This remains a work in progress. Steps have been taken to restrict groups to members following recent appearance of spam posts while retaining easy access for members. Survey Monkey:	

	This was not set up and still to be decided if it would be useful now that the EGM has taken place.
4	Storage & Kit One of the vacant spaces at Swanston has been taken. Louisa sent out the email to members about the new storage rate and there has been no adverse reaction. There are some arrears and it was agreed that Louisa would compile a report and other members of the Committee could help in chasing these. We need to establish if any members have knowledge of repairing plastic boats where it is sensible to do so. David to ask around. The new toilet block for North Queensferry is proceeding which will be very helpful for members using the site. Volunteers may be required to assist at certain stages and Michael will inform members when required.
5	Training and Winter Talks Member who had offered to talk about kayak repairs is unlikely to be able to do so any time soon. Committee remain grateful for offer. Next talks at the Grange Club are: • Trip Planning 5th February • Andrew Morton 12th March • Wildlife and Wise Update TBC April
6	EGM & Standards for Deployment It was agreed that the EGM went well and feedback suggested members were pleased to have different options to participate. Actions to follow up on this are: • In light of the further communication from Paddle Scotland, Gerry will prepare an update for members. • Mark to draft revised constitution to reflect members' decision at EGM. This is to be put to members at AGM. • In preparation for the new website and collaborative paddles, consideration to be given to framing questions to help members provide useful information about their experience. Neil to lead on this.
7	Trip Calendar for 2026 Core programme to include regular Pathway and Club paddles (at least one of each per month from Spring to Autumn). Club paddles will generally be Grade A but are renamed to ensure all members know they can attend. Tuesday evening paddles to be organised as evenings lengthen. Additional trips to be discussed at the Trip Planning meeting.
8	Finances: Louisa is preparing the annual accounts for the AGM, hopefully having time to adopt a more informative format. Reminder to be sent to members who have not renewed to do so.
9	Training & Coaching: Roddy reported a high level of engagement in training opportunities including 15 members attaining SKA (making 94 members with SKA since qualification introduced), 11 attaining CSKA with a further 7 working towards that, and another 8 signed up for CSKA training starting in October. There are also some 19 SKL/ASKL aspirants which will help us to organise future Club trips.

	There is a difficulty in getting leadership info from PS and this has been raised with their Data & Ops lead. Other training/development opportunities include: • 3 Sea Kayak Safety & Rescue courses • Pool sessions ongoing • Induction Programme for new members • VHF courses • First Aid updates on the Water (offered by Neil Hamlett)
10	AGM: Notice of the AGM to be issued by late February. Other steps to be taken include: • Motion to remove 4 year limit on treasurer given expertise required and difficulty of replacing. • Seek back up positions/successors to work with the Safety Officer, Treasurer and Trips roles
11	Honoraria: After reviewing the list of those who had helped with pool sessions in Autumn 2025, it was agreed that: • Those driving should be paid mileage along with an honorarium for the two members who helped most frequently; and • Two members who helped in the pool most frequently should also be offered honoraria payments.
10	Next Meeting: 2 March 2026 at 7pm for 7:15. Mark H's.

Summary of Actions		
1	Website & Technology: Michael to continue with upgrade of website including the higher performance package and plugins.	Michael
2	Survey Monkey: Committee to consider if this would be useful for the future.	Michael
3	Storage & Kit: • Implement the new rates and hire period as communicated to members. • Prepare a report on arrears for consideration and action by the Committee. • Establish if any members have knowledge of plastic boat repair.	Louisa and Michael Louisa David
4	Training and Talks • Details of training sessions on incident management, repairs and first aid to be confirmed. • Suggestions to be circulated in advance of Trip Planning meeting and reminders of Trip Protocols. • Details of remaining winter talks to be confirmed.	Roddy Gerry David
5	EGM & SfD:	

	- Gerry to draft update to members - Mark to prepare revised draft of constitution following EGM for approval at AGM - Neil to prepare suitable questions to prompt members to provide useful information about experience for website in order to help with collaborative paddles.	Gerry Mark H Neil
6	Trips Reminder and suggestions to be sent to members in advance of Trip Planning meeting.	Gerry
6	Finances & Membership - Louisa preparing accounts - Reminder to members to renew	Louisa Morva/Mark A
8	AGM: Notice to be issued before end-February Gear sale also to be organised.	Mark H David
9	Honoraria David to offer the members agreed the relevant honoraria payments.	David