

FLUSHING SAILING CLUB CIO

Charity No. 1182993

MANAGEMENT COMMITTEE & TRUSTEE MEETING MINUTES

Held on Wednesday 26th January 2022 in FSC Clubhouse. Trustee = (T)

Present: Gaye Slater (T), Barry Kelly, Sue Clark, David Mitchell, John Hicks, Peter Harvey (T), Dave Owens (T), Chris Bell, Paul Evans

Guest: John Bailey

The purpose of this meeting is to discuss options for implementing a Membership system and a sustainable website that can be easily managed by our volunteers.

MINUTES

1. **Apologies for absence**

Len Cheshire, Derek Hill, Dan Tregaskes, Geoff Davis, Kaye Price, Jeanette Hill.

2. **System Requirements**

The preferred requirements of a membership system were outlined along with the options available which included Sailing Club Manager, Web Collect and producing our own using WordPress.

It was suggested a new website would be needed to replace our current one to ensure long-term sustainability as only Malcolm Clark is familiar with our current system. The suggested options offered were to use a website supplied by the company supplying the Membership package, or to hire someone local to create one using WordPress.

3. **Demonstration of Web Collect**

John Bailey who is familiar with and involved in the operation of the Membership System at Restronguet Sailing Club, talked about and gave a demonstration of the software they use, Web Collect and answered questions including facilities, legal requirements, system setup and ease of use.

4. **Costings**

The cost of each option was discussed:

Hosting site - £300 per year

Sailing Club Manager - £2,500 per year

Web Collect - £500 per year

WordPress - £3,000 to create plus £500 per year depending on requirements.

All above costs are approximate.

5. **Outcome**

It was proposed and agreed by both Trustees and Committee Members that the route we would follow would be Web Collect as the Membership system that would be accessed by a WordPress website. Target timescales are for both to be ready by the end of the year for the start of next year's Membership renewals. Also that an accounting package be chosen that would work with our new system.

A sub-committee was formed including SC, BK, JH, DM and GS to begin the planning and instigation of these requirements.