

South Staffordshire and District Beekeepers Association



Minutes of the Committee meeting held on Wednesday 17th Feb 2021 via [Zoom Meeting](#) videoconference at 7.30 pm

	Action																																																																																														
<p>1. Present: Alan Greenman (Chair), Barry Crossley, Claire George, Clive Stewart, Dayna White, Ed Bennett, Stuart Roberts & Trevor Smith.</p>																																																																																															
<p>2. Apologies: None.</p>																																																																																															
<p>3. Minutes of the last meeting Clarification of 9.2 made.</p>																																																																																															
<p>4. Matters arising or items not on the Agenda</p> <p>4.1: Request to offer 12 Oz jars for sale: The committee confirmed these will be offered (and ordered for the summer).</p> <p>4.2: Membership update: Secretary access to ER2 confirmed. Later memberships renewals are still being received. Final reminders are to be issued shortly to circa 30 people.</p>	<p>Dayna</p> <p>Claire</p>																																																																																														
<p>5. Review of Previous Committee Meeting Actions</p> <p>5.1: Outstanding actions were reviewed; 19 remain open.</p> <table border="1"> <thead> <tr> <th rowspan="2">Count of Actions</th> <th colspan="6">Months Open</th> <th rowspan="2">Grand Total</th> </tr> <tr> <th>1</th> <th>3</th> <th>4</th> <th>15</th> <th>18</th> <th>21</th> </tr> </thead> <tbody> <tr> <td>Apiary</td> <td>1</td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td>2</td> </tr> <tr> <td>Chair</td> <td>2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>2</td> </tr> <tr> <td>Communications</td> <td>1</td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td>2</td> </tr> <tr> <td>Education</td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> </tr> <tr> <td>Events</td> <td></td> <td></td> <td></td> <td>1</td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>H&S</td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> <td></td> <td>3</td> </tr> <tr> <td>Membership</td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>President / Chair</td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Secretary</td> <td>5</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>5</td> </tr> <tr> <td>Grand Total</td> <td>13</td> <td>2</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>19</td> </tr> </tbody> </table> <p>5.2: Actions raised in Jan '21: 7 of 20 were closed – Plenty still to do!</p>	Count of Actions	Months Open						Grand Total	1	3	4	15	18	21	Apiary	1	1					2	Chair	2						2	Communications	1	1					2	Education	1					1	2	Events				1			1	H&S	1		1		1		3	Membership	1						1	President / Chair	1						1	Secretary	5						5	Grand Total	13	2	1	1	1	1	19	
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<p>6. SSDBKA AGM</p> <p>6.1: Advertising the AGM: The Feb newsletter's first 3 pages include AGM details, opportunities to join the committee, a voting slip and role descriptions.</p> <p>6.2: Reports to be issued in advance with the agenda were confirmed to include Chair, Treasurer, Apiary and BBKA Annual Delegate Reports.</p> <p>6.3: Early interest in committee roles has been noted from members to take on Treasurer and general support roles.</p> <p>6.4: Barry is willing to support the new treasurer and act as a back-up if required.</p> <p>6.5: Alan to contact prospective committee members to outline areas of opportunity within the committee.</p> <p>6.6: The committee noted that historically most committee roles were loosely defined to allow for flexibility and this also had the benefit of allowing new committee members to shadow others and find where they best fit.</p> <p>6.7: The President's Thanks will include apiary working group members. Tokens of appreciation were discussed and are to be arranged for some members by Alan.</p>	<p>Alan</p> <p>Alan</p>
<p>7. Education Co-ordinator's update</p> <p>7.1: Bee chats the sessions have been well attended and are going well. Last session's census: at beginners (circa 20) and improvers (circa 30) [Advanced (not discussed). The chat chairs and people that have encouraged and supported them were noted and thanked.</p> <p>7.2: BBKA info on Examinations – Some information has been posted on-line, and more is awaited and will be communicated when advised.</p>	
<p>8. Events update</p> <p>8.1: The last event was the Christmas talk; which was well attended.</p> <p>8.2: Stuart proposed arranging a talk with a Master Beekeeper (on the spare Thursday on the month), topics mooted include adulteration of honey, or pesticide poisoning.</p> <p>8.3: It is hoped a club member can be encouraged to join the committee to help plan the events programme for 2021.</p>	<p>Stuart</p>

<p>8.4: Preparations for the Beginners Course are underway, with pre-recording of some lectures to be delivered by Zoom.</p> <p>8.5: Beginners' delegates who prefer to wait for an in-person course, are to be offered the option to defer another year (there on-line course is oversubscribed).</p> <p>8.6: A 2020 Beginner's delegate has e-mailed they are unable to take up beekeeping presently and has offered their course fee as a donation, Stuart to acknowledge and give thanks for this generous donation.</p>	<p>Stuart</p>
<p>9. Communications update (including Website & Newsletter)</p> <p>9.1: February Newsletter coming soon: It will include some member apiary photos and other members are to be encouraged to share theirs for future editions.</p> <p>9.2: Website: The Communications team has some updates for the AGM.</p>	<p>Alan</p>
<p>10. Correspondence</p> <p>10.1: 22-Jan '21: Support Staffordshire - FREE support & funding advice: The committee agreed to investigate joining - to be confirmed at later meeting.</p> <p>10.2: 02-Feb '21: Spring Convention: Opportunities (response by 19th Feb). 1: Virtual Association Stand, 2: Association Quiz team The committee agreed to express interest in both these opportunities. Alan / Ed will lead on 1 and Stuart will lead on 2.</p> <p>10.3: 09-Feb '21: Honey Switch – several committee members had seen this email, but it was unclear what the ask was. Collectively it was decided not to respond.</p>	<p>Ed</p> <p>Ed</p> <p>Alan/Ed/ Stuart</p>
<p>11. A.O.B.</p> <p>11.1: Swarm Collectors List Additions Process</p> <p>A. The committee has received several requested for members to be added to the swarm list for 2021. A formal process is being developed for implementation in 2021 to provide clarity as to how member applications will be assessed and approved. It will be posted on the website when agreed by the committee.</p> <p>B. Existing people on the Swarm List will remain on the list (circa 20). The process will only be applied to new applicants.</p> <p>C. A simple proposal made in previous years included just a requirement for members to have undertaken the BBKA Basic Assessment, however this was rejected as it would have excluded some experienced swarm collectors, that</p>	

<p>did not have it. However, it was noted having undertaken BBKA Basic Assessment would support a decision for a less experience beekeeper to be added to the list as the syllabus covers under '3.0 Swarming, Swarm Control and Effects' elementary knowledge for a prospective swarm collector.</p> <p>D. A new process has been drafted based upon the BBKA Swarm Collectors Protocol and advice taken from the BBKA forum.</p> <p>E. The first draft process was discussed and comments received included:</p> <ul style="list-style-type: none"> a. The need to recognise applicant experience along with qualifications. b. Review and adapt the form looking at: <ul style="list-style-type: none"> i. The new Swarm Collectors Statement: some experienced swarm collectors may have only ever done this on their own. ii. Consider a sectioned form, with parts completed based on experience level - new vs experienced. iii. Include tick boxes to help build an experience profile. iv. Include year's membership as part of BBKA as well as SS&DBKA. c. For the assessor to consider the geographical spread of collectors. d. Re-enforcing that the swarm collectors are representing the SS&DBKA. e. Opportunities identified include: <ul style="list-style-type: none"> i. extending the clubs educational programme by creating and offering a lecture on swarm collection. ii. Making being on the swarm list a differentiator for members. <p>F. Further review of the process was requested for the next meeting – particularly from the proposed process administrator (Membership Secretary), Education and Health & Safety Coordinators to ensure the process is robust and will withstand challenge.</p> <p>11.2: Meeting effectiveness: Committee members especially those due to depart were asked for feedback and any ideas on how to run the meetings better. The length of meetings was commented on as being appropriate to allow for discussion. Shorter meetings would require greater preparation. It was noted that rotating agenda topics had helped reduce general meeting length.</p> <p>11.3: The Committee Agenda Item Schedule is to reviewed in 1st 2021/2022 Committee meeting to be further optimised. It was suggested regular items for Honey Stocks and Sales were added.</p> <p>11.4: Apiary Surplus 14 x12 Boxes: Stuart has viewed them 1No. plywood box is of limited use and 4 No. are sound and will be purchased and taken.</p>	<p>Claire / Stuart / Clive</p> <p>Ed</p>
<p>12. Date of next meeting: 17th March 2021 This will predominantly be a rehearsal for the AGM the next day.</p>	