

BRITISH PARACHUTE ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
5 WHARF WAY, GLEN PARVA, LEICESTER
TUESDAY 18 APRIL 2000, AT 2.20 PM

Present: Kieran Brady - Chairman, Communications Committee
Chris Allen - BPA Chairman
Paul Applegate
Lesley Gale - Editor, Skydive Mag
Ian Midgley
Lofty Thomas

In attendance: Tony Butler - Technical Officer
John Hitchen - NCSO
Jane Doughty - Secretary
Chris Allen - Chairman, BPA

ITEM MINUTE

1. APOLOGIES FOR ABSENCE

There were apologies for absence from Tye Boughen, and an apology for lateness from Lesley Gale.

2. TO RECEIVE AND APPROVE THE MINUTES OF THE COMMUNICATIONS COMMITTEE MEETING HELD ON TUESDAY 15TH FEBRUARY 2000

Ian Midgley proposed that the minutes of the Communications Committee meeting held on Tuesday 15th February 2000, be approved. Lofty Thomas seconded the proposal and it carried unanimously.

Approved

3. MATTERS ARISING FROM THE MINUTES OF THE COMMUNICATIONS COMMITTEE MEETING HELD ON TUESDAY 15TH FEBRUARY 2000

There were no matters arising from the minutes of the Communications Committee meeting held on Tuesday 15th February 2000.

4. MAGAZINE MATTERS

A. Update.

Lesley Gale briefed the Committee on the latest developments with the magazine. At the previous meeting there had been some discussion on small changes (font size, colour of the BPA Logo etc),

Lesley Gale drew the Committee's attention to the amendments that had been made.

There was also a discussion about some of the foreign associated organisations, using the BPA logo on their advertisements in the magazine. Chris Allen reminded the Committee that he had raised this issue before, and that he would be writing to the companies concerned on this matter.

Action: Chris Allen

B. Starter Magazine

Lesley Gale briefed the Committee on the progress made with the starter magazine, she had also distributed a draft issue of the magazine (articles only - no adverts). The Committee were very pleased with the standard of the magazine, but stated that they would like some of the pictures changing, to depict students wearing helmets (where possible).

Lesley Gale asked all of the Committee members to search for some suitable pictures, as her stock was limited.

Action: Communications Committee

There was also some discussion on Kev M^oCarthy's' statement in the 'AFF - the whole story' article, the Committee felt that it should be shortened, as it could mislead students.

The front cover of the magazine was discussed in detail, after a great deal of discussion Ian Midgley proposed that the 'sunset' picture be used as the front cover of the starter magazine. Lofty Thomas seconded the proposal, and it carried unanimously.

Carried unanimously

Lesley Gale had also distributed a page for the starter magazine called 'snippets'. The Committee discussed the page, but felt that the information on charity skydives should be removed.

Action: Lesley Gale

Ian Midgley proposed that the Committee give Lesley Gale the go-ahead to get the starter magazine published with the above mentioned changes. Paul Applegate seconded the proposal and it carried unanimously.

Carried unanimously

Action: Lesley Gale

The Committee then discussed how the magazine should be distributed. There were many suggestions made, and the matter was discussed at length.

After a great deal of discussion, Ian Midgley proposed that there should be an initial distribution of the magazines to all clubs/centre's. Then after that, when the clubs contact the BPA to purchase P6 memberships, they should be asked if they would like more magazines (corresponding to the amount of P6 memberships they had ordered). The BPA staff should monitor the response to this question, and the cost of postage. Another decision could then be made at the next Communications Committee meeting, based on the information from the office. Paul Applegate seconded the proposal and it carried unanimously.

Action: BPA Staff & next agenda

5. WEB SITE UPDATE

Ian Midgley briefed the Committee on the progress made with the new web site, explaining that it was very near completion, and that all that was needed was some information from the office.

He asked the Committee, if it would be possible to have a current member of staff, to obtain this information or should it be put on hold until the Development Officer had been employed? The Committee felt that this would be best discussed with Sharon Norris - National Administrator.

Action: Ian Midgley

Ian Midgley, brought to the Committees attention a letter, received from Tony Knight of UK Parachuting. The letter asked the Committee if he would be able to advertise the BPA shop in the starter magazine for free. There followed a great deal of discussion on this matter.

Ian Midgley proposed that Tony Knight/BPA Shop, be allowed a free advert in the 'first run' of the magazine, and that a contract be drawn up between the BPA and Tony Knight, agreeing to a colour full page advert in 'first run' the starter magazine. Lofty Thomas seconded this and it carried unanimously.

Carried unanimously

Note: - *The chairman pointed out to the Committee that they had over run into the next meetings time. He asked Ian Midgley, as Chairman of the Development Committee, if he would like to start the Development Committee meeting, or if he was happy for the Communications Committee meeting to discuss the final item on the agenda.*

Ian Midgley stated that he was happy for the Communications Committee to continue for a further 30 minutes, to discuss the final item on the agenda.

6. EDITORS CONTRACT

All Committee members had received a draft copy and a final draft copy of the Editors Contract. There was a great deal of discussion on this matter, there were some points raised e.g. some of the words used in the contract, needed to be changed so that they were legally correct.

There was also some discussion on having in addition to the contract, some terms of reference, for the editor.

After a great deal of discussion Ian Midgley proposed that some terms of reference be added to the contract, and the main contract - as shown in the 'final draft' be provisionally accepted by the Committee (with the above mentioned changes). Lofty Thomas seconded the proposal and it carried unanimously.

Carried unanimously

The issue of discussing the magazine web site budget was raised. The Committee decided that it would be discussed at the next Communications Committee meeting.

Action: Next agenda

There being no further business to discuss, the meeting closed at 4.40 p.m.

Distribution:

Communications committee
Council
Vice Presidents
Treasurer
Tony Butler - Technical Officer
John Hitchen - NCSO
Sharon Norris - National Administrator
Jon Gretton - Financial Administrator
Lesley Gale - Editor, Skydive Mag