

Meeting Minutes: Edinburgh Kayak Club

Date: May 7, 2026

Time: 7:30 PM – 9:00 PM

Location: Paterson's Land, Edinburgh

1. Attendance & Apologies

- **Present:** Fraser, Derek, Matt, Charles, Charlotte, Chris, Jayne.
- **Apologies:** Sarah, Max.

2. Lagoons Operations

- **Schedule:** The final pool session is scheduled for **May 19**. Outdoor sessions at the Lagoons begin **May 26**.
- **Action:** Email to be sent to members regarding the transition.
- **Logistics:** Fraser to redo the lagoons rota; Derek to handle the first two trailer transports.
- **Sign-off:** Matt to create a new access code system/sign-off form for the season.

3. Lagoons Stakeholder Update

- Fraser attended the East Lothian Council meeting on **April 29** at the Outdoor Learning Centre.
- The presentation focused on local wildlife and included various stakeholders (Scouts, dog walkers, etc.).
- **Outcome:** Access arrangements for the club remain unchanged.

4. Kit & Storage

- **Main Container:** Currently organized; minimal work needed.
- **Pool Container:** Requires a re-clean.
- **Repairs:** Replace the broken "Jed" kayak with the Large Jed currently in storage.
- **Purchases:**
 - Latex paint for marking spraydecks.
 - 1x Small and 2x Small/Medium Palm kids R2 spraydecks.
- **Boat Movement:** Charles to move the Machno to main storage.

5. Administration & Finance

- **Insurance:** Matt to confirm shed insurance and share documents with the committee for discussion at the next meeting.
- **Membership:** Charles to prune the mailing list. A reminder will be sent two weeks prior to the **June 1** deadline.

- **Funding:**
 - Charlotte reviewed the Paddle Scotland funding idea; deemed unviable for EKC. Draft response to be sent to Adam.
 - Charles to convert the club funding application into a Google Form.

6. Inclusion & Community

- **LEAP/Pride:** Chris to attend the LEAP meeting. Proposed plan for an LGBTQ+ specific pool session in the fortnight preceding Pride, pending funding confirmation.

7. Coaching & Safety

- **Ratios:** Chris to investigate if there is a formal legal limit for leader-to-participant ratios.
- **Training:** Charlotte to set up a review for "Club Helpers." Follow-up required for beginner and improver lists to start with. Set club standards to be written around prerequisites at next meeting.
- **Accreditation:** The club formally approves nominated coaches and leaders. New applicants should use the Google Form on the website.

Next Meeting: June 4th.