

Morini Riders Club – AGM Minutes 2018

The Three Horseshoes, Goulceby, Louth, Lincolnshire LN11 9WA
Saturday 14th July 2018

Agenda Item	Minutes								
1. Welcome by Chairman	Mark welcomed us to the AGM								
2. Apologies	Apologies were received from Tom Farrow, Dave Mason, Les Skinner, Paul Compton & Mike Condliffe								
3. Minutes of the previous AGM	The minutes of the 2017 AGM were accepted unanimously.								
4. Committee Reports									
4a. Chairman's Report	Thanks were expressed to the organisers of the international rally which was a resounding success. Not an event to repeat every year but one to return to in the future.								
4b. Secretary	There have been more articles appearing the press in the last year. This is good for the club but the magazines always want us to place adverts. We continue our policy of paying for ads when there is an article to support. We do not place ads for club directories and show guides								
4c. Treasurer	<p>See attached summary of accounts & assets.</p> <ul style="list-style-type: none"> • The club has made a loss of £2,000 in the last twelve months • In broad terms, Trackday accounts for 50% of our income and 30% of expenditure. Overall it provides a surplus of £3,500 • The club bike is low cost at present and there are still people interested in having a ride • Our accounts are not currently audited: the treasurer is in contact with professional accountants to do the job • The treasurer is looking at the club becoming a limited company to limit the liability of committee members • The turnover in 2016-17 was £29,000 • There is £17,000 in the bank • Thanks were expressed by Jem Moore & Mark Bailey 								
4d. Membership	<p>Membership currently stands at 381.</p> <table> <tr> <td>UK</td> <td>347</td> </tr> <tr> <td>Europe</td> <td>13</td> </tr> <tr> <td>ROW</td> <td>10</td> </tr> <tr> <td>Virtual</td> <td>11</td> </tr> </table> <p>Our ability to retain members is better than many other clubs – a sign that on the whole we are getting things right.</p>	UK	347	Europe	13	ROW	10	Virtual	11
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Europe	13								
ROW	10								
Virtual	11								
4e. ATG Editor	<ul style="list-style-type: none"> • Two new dealers are paying for adverts which helps with costs • There is always room for short articles to help fill gaps when putting ATG together. Any topic is welcome whether technical, travelogue, social or opinion. ATG is the voice of the members. 								
4f. Website	Shopify is working well for online shopping								
4g. Web Editor	<p>This position is still vacant.</p> <p>Tom Farrow will manage content for the time being but he has a young family as well as a busy job which often takes him abroad</p>								

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4h. Products	<ul style="list-style-type: none"> The Club exists for it's [sic] members, and so we should act as a prompter to suppliers, not a supplier ourselves. Of course, there are exceptions - the Dart tanks and, to a lesser extent, side panel pins - being obvious exceptions. On anticipated spend, I am restocking products, having had sales of over £350 at the Rally; so far I've spent just over £200 on sweatshirts and polos; I will be letting the T-shirts stock level go down a little, and the usual on Cadwell stickers, which are part of the Track Day expenses. The surplus Rally Buffs have been taken in to Product stock, but this is purely an accounting matter. We also had a few parts books reprinted (thanks, Jem) and I'm looking at some more Morini books - although Red Line have now disposed of all their stock. I will be looking at a new 3½ Polo, as these have been frequently requested. Any anticipated spent on new stock such as this will be discussed with the Treasurer prior to commitment...
4j. BMF/MAG	<ul style="list-style-type: none"> Last year saw no member enquiries in respect the MRC's affiliation to MAG and the BMF or their activities. There has been some confusion over our BMF subscription and I stopped receiving their magazine which left me in the dark as to what they have been doing. I submitted adverts for the International Rally to both organisations but it only appeared in MAG's publication, The Road. I suspect the publication date of the BMF magazine was too late for it to be included. "Moped enabled crime" is rife in many cities and the authorities are slow to respond. Scumbags on stolen scooters are committing motorcycle theft, muggings and robberies in broad daylight. There appears to be little by way of recognition of the fact that riders are victims as well as those that are being mugged. Antisocial behaviour, with gangs of youths on stolen bikes continue to be a problem. The more extreme suggestions have included banning pillion riders in cities and compulsory hi-vis displaying the vehicle's registration number. MAG is challenging the plan to charge pre 2007 bikes £11.50 a day to enter London Ultra Low Emissions Zone. Other cities are looking at introducing charges too. Pot holes, bikes in bus lanes, licence testing regime changes, vehicle automation and poor road design continue to be issues affecting riders. The challenges faced by motorcycling remain as serious as ever and the need to support rider's groups does not diminish.
5. Election of Officers	<p>The existing committee members were re-elected:</p> <p>Mark Bailey – Chairman Jem Moore – Secretary Mike Hill – Treasurer Les Madge – Membership David Marlow – ATG Editor Tom Farrow – Webmaestro Chris & Diane Webber – Products Andy Carrott – Affiliation Officer</p> <p>The following were elected as new officers: Mike Condliffe – Public Relations</p> <p>The following positions are vacant: Web Editor</p>
7. Any Other Business	<p>The club now has a GDPR policy. The committee has also drawn up an actions list to ensure that this policy remains compliant with GDPR. (see attached documents)</p>

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Signed:	Date:	
<u>Position</u>	<u>Name</u>	<u>Signature</u>
Secretary	Jem Moore.....
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Morini Riders Club – AGM Minutes 2018

GDPR Privacy Policy

The Morini Riders Club (MRC) holds certain information about members and people who purchase services or goods from the club. This document explains how this data is collected, used and stored.

Scope of Document and Definitions Used

This document applies to your personal data that the MRC holds in electronic form. The MRC does not hold data in printed or handwritten form.

A 'member' is a person who has paid an annual subscription to join the MRC or has been awarded life or honorary membership. ¿¿as defined by the constitution??

Services include, but not solely, entry to track day and attendance at rallies.

We Hold:

All, or some of, your full name, postal address, phone number(s) and email address.

We also hold your method of payment. In addition, for standing order payments we hold the payment date & payment reference.

We hold this information while you are a member of the MRC and for 2 years (4 to start with?) after your membership lapses.

If you have ordered goods or services from the club but are not a member or lapsed member we will delete personal information after twelve months.

How is this Data Collected?

You have supplied this information to the MRC.

Standing order reference & payment date are taken from our bank statement. This enables the club to be sure that you have paid your subscription and are entitled to the benefits of membership.

Who has Access to this Data?

Only the MRC committee has access to this data. A committee member may send a single-use extract of data to third parties for mailing members & customers. The agreement with third party data processors is that any extract supplied by the club is deleted once its purpose has been fulfilled.

(Do we mention DPS here?)

How is this Information Used?

To post issues of ATG club magazine.

To remind you of subscription renewal dates.

To notify you of club events that may be of interest, or any changes to details of events. These could include the annual trackday, annual rally and events in your local area.

Where is your Data Stored?

Data is stored on password-protected PCs.

Disclosing your Information

We will only pass on your personal information to trusted suppliers to enable the MRC to provide agreed services to you (e.g. posting ATG).

We will never share your information with any other organisations for marketing or commercial purposes. Neither will we pass on your details to any individual without your agreement.

Your Rights

You can find out what information we hold about you by emailing the MRC Secretary at secretary@morini-riders-club.com or by writing to the address in ATG; you can opt out at any time. If you do decide to opt out we will delete all personal data that we hold on you.

Cookies

A cookie is a small file that a website transfers to your device that allows a server to remember specific information about your usage session. (Tom, can you explain how we use cookies on the MRC website and forum?)

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Actions For Compliance With General Data Protection Regulation (GDPR) Act

1. Prepare draft privacy policy
2. Make privacy policy available on MRC website
3. Make privacy policy available in printed form from MRC Secretary
4. Add cookie warning to website
5. Update 'join the club' webpage to show GDPR notices
6. Update membership flyer/form to show how data is used & protected
7. Set retention periods for data
 - Lapsed members (currently 5 years?)
 - Trackday attenders (currently 4 years)
8. Agree with every third party data processor that data the club provides is for a specific purpose and destroyed after that purpose is fulfilled. Third party data processors include:
 - DPS for printing & mailing ATG, renewal letters & membership cards
 - Mortons Mailing Service for mail merging, print & posting trackday letter
 - Classic Bike Show organisers for printing lists of exhibitors
9. All lists sent to third party data processors must be password protected
10. Passwords must be sent separately & by a different medium from data lists sent to third parties
11. Prepare a personal data report from membership database
12. Agree process to check requests for personal are genuine
13. Draft an e-mail for all committee members to return giving their agreement that phone numbers & postal addresses may be published in ATG and on the website
14. Review all actions by 25 May 2019 and take further action to ensure compliance. In particular:
 - Assess ways of encrypting data sent to third parties
 - Review back-up policy for member database
 - Review back-up policy for trackday database