



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

24th September 2018 18.00

Location: Lisnagarvey School, Lisburn

Present:	Marc Scott	MS	Chairman
	Hazel Campbell	HC	Coaching Director
	Susan Agnew	SA	Development Director
	Neil Armitage	NA	AGB Director – via audio link
	Muriel Kirkwood	MK	Not in attendance
	Kim Pegrum	KP	Company Secretary

Action items assigned to Board members shown as bold initials, e.g. **(KP)**.

- 1. Apologies** – received from (MK)
- 2. Minutes from 23rd July and 15th August** – approved. **(KP)** to post to website.
- 3. Actions from last meeting**

Task lists from previous meetings were reviewed. Incomplete tasks carried forward.

Performance Director – (MS& SA) to arrange meeting. Discussion took place about possibly redefining job roles depending on candidates fit and experience and now that (HC) is involved with Performance Pathway.

Tournament Officer – Robert Hall now appointed. (SA) to establish workload with him. Agreed that TO should submit a report to each of the Board meetings.

Safeguarding/Athletes Welfare/Child Protection Officer - (MS) advised that he had spoken with a local charity committee worker, and he was interested. **(MS)** to meet him to discuss further.

4. Financial report

Status v Budget – Athlete support payments, donations and NICGC and Sports Forum had been paid. Membership income has continued to flow in with further new pro-rata memberships from Muckamore and Yew Tree. Balance remains healthy at £13,071.50

Accruals (part of 2017-18 but will not be paid by 30/9/18) include Youth Festival, judges' support and trophies bill.

Preliminary yearend status presented: this includes repayment of AGB loan and £5000 initial 'reserve' fund as recommended by (BMcG) in last year's AGM report. (NA & MS) suggested size of appropriate reserve to be determined based on, say, 50% of expected annual expenditure. **(NA)** to check with AGB accounts how tax on reserve can be minimised. Final

yearend accounts will be prepared by accountant ready for AGM but should be ready for Board approval at November meeting.

(NA) requested that the AGB book-keeping service provided to ANI be transferred to (KP) and the visit to Lilleshall for Regional Secretaries meeting in October be used for handover/training.

Asset register of trophies and medals – The new trophies will be added to asset stock. **(SA)** to provide latest medal count so that asset value can be updated.

Support for those archers selected to GB national teams

Await legal advice as discussed previously **(MS)**. (KP) advised two additional comments; what about support for athletes who are selected for multiple GB teams during the year, and would an annual 'cap' on support, say £450, per athlete be appropriate? Cap of £450 was generally agreed to cover this situation.

Judges support payments

Annualised funding plan had been provided by Judges Committee which was discussed. (MK) had suggested that other 'volunteers' like coaches should not be forgotten with regard support payments in order to have equality. Agreed that funding for judges kit should not be given and that travel expense funding, similar to athletes, is to be awarded, but with terms and conditions that judges must make themselves available for shoots, not just at their own clubs but across all ANI events. Funding to be given into Judges Committee account for them to administer accordingly. Agreed to give £700 this year and ~£1500 in subsequent years depending on numbers travelling and whether AGB travel here to accredit as an alternative. **(KP)** to arrange initial payment and explain terms and conditions.

Membership fees for 2019-20 – required to be set for approval at AGM

Discussion took place and alternate fee numbers reviewed. (MS) suggested looking at benefit of full member package and would an 'associate' membership be appropriate for those not wanting to participate in shoots. This could be an insurance cover issue.

Agreed to delete the Direct Members Pro Rata rate in line with AGB fees.

Agreed that a family discount is too complicated to implement (not done by AGB, too many combinations of #kids/#adults etc.)

Agreed that OAP discount is not required and would only affect a small number (~6-9% of membership)

For any more detailed analysis to understand effect of changing fee structure additional volunteer help is required!

(SA) requested to see effect of £1 reduction in all categories. **(KP)** to provide analysis.

General agreement that fees should remain the same in 2019-20, as they have for the past 5 years. This to be confirmed at next meeting.

5. Membership status and report

Membership report – current membership is 640

(NA) left the meeting (7.55pm)

6. Complaints

M.o.U with Archery Ireland – (KP) reported that a positive response from Kevin MacDermott, Vice-Chair had been received. **(KP)** to agree meeting date/venue with Kevin, probably a weekend in November (23/24th).

7. Calendar and Tournaments

Inter-club Champs. – enjoyable relaxed event took place. (SA) suggested that next year on day two, Sunday, might be a novice competition. Agreed to rename event as Inter-club Competition not Championships. (HC) suggested that a classification shoot for the juniors might be run. (MS) recommended a strategy of shoots should be established, maybe the new TO could look at this.

IANSEO training day, 2nd September at Lisnagarvey – completed, only one non-attendee.

ANI Field Champs. - 27/28th October @ Clandeboye. LCB to do entries etc., ANI to reimburse WRS fee, but with £1 per archer entered to be returned to ANI. Agreed medals only to be given to green and pink peg archers, trophies for main styles (free, b/b, compound).

ANI Indoor Target Champs. - Juniors 9th December BAB to host @ BLC. BRS fee to be reimbursed.

- Seniors 8th December – LCB to host at Movilla High School, Newtownards.

British Indoor Champs. 1st/2nd December – so far only one junior application received but incomplete, no second score. (SA) and (HC) requested advert be re-posted with a reminder of deadline of 8th October. **(KP)** to repost.

2019 Calendar – draft had been posted; the only corrections received were from BAB. All ANI Champs in 2019 to go out for tender. **(SA)** to update 2019 calendar master file, **(KP)** to repost as the agreed calendar.

8. Performance and Coaching report (HC)

Level 1 coaching course - to take place 19th October. Max 12 places, now only 8 taken. **(HC)** to advise candidates that £250 per head fee is to be paid to ANI via bank transfer or cheque. Ian Wilson (AGB) is coming to take class.

Team kit – Interim navy and green team shirts looked very good. Final design to have flag and ANI logo added to sleeves and N. Ireland and archer's name on back. Will be required for GB Indoors in December.

NI Performance Academy – (HC) advised Talent Programme is to be launched on 4th November. (HC) suggested a joint seniors/juniors training day and will contact all coaches to discuss. Kilmore range is available at £144 per session. Archers would cover the costs. (HC) agreed to explain new Performance Pathway to members at the October meeting.

9. Development report (SA)

Development Plan – had been published but no feedback received from members.

Club visits – no further clubs visited.

Medals and Trophies - New, alternate medal designs were reviewed.

Recent commentary on F/B and club emails about trophies was discussed. Topic to be included in October meeting with details of current situation explained. Agreed to make it clear that if a volunteer wishes to come forward to locate and retrieve trophies then situation can change, otherwise decision stands. Some discussion took place regarding whether or not to continue to use those perpetual trophies that have been returned. Agreed to put this to the meeting.

10. Any other business

Members Meeting 18th October – draft Powerpoint content and script reviewed.

Performance Pathway information (HC) to be added. **(KP)** to email clubs and post invitation on website and F/B.

Mary Peters Trust – (MS) and (KP) visited the MPT office to make contact. MPT is fundraising for £1mil. at the moment. Possibility that we could raise some funds for them by using one of our tournaments. MPT will be good at getting positive publicity for this.

Volunteer Now – (MS) has joined as a Trustee.

NI Commissioner for Children and Young People (NICCY) – email received advertising recruitment of young people for their Youth Panel. Agreed to circulate email to the clubs. **(KP)** to include in Members mtg. notification email.

11. Next meeting: Monday 12th November at Lisnagarvey School

Meeting closed at 10.10pm