



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

23rd July 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	AGB Director – via audio link
	Kim Pegrum	KP	Company Secretary

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

- 1. Apologies** - None.
- 2. Minutes from 21st May meeting** – approved. **(KP)** to post to website.
- 3. Actions from last meeting**

Vacant Director position advertisements – (KP) reported there had been no applications received. (NA) suggested putting an article in local newspapers about how rewarding it is being part of Archery NI and that volunteer positions were available. (KP) suggested making a face-to-face appeal to clubs at the proposed club secretaries meeting (see below).

Webmaster – (KP) had a meeting with Seamus Fitzpatrick to go through details of the new website design and (SF) is now working on it.

Calendar Officer & Tournament Officer – job specs written by (SA) were reviewed and agreed. **(KP)** to post adverts.

Safeguarding/Athletes Welfare/Child Protection Officer - AGB template job description, taken from Child Protection in Sport was circulated to the board. (MS) advised contact with Paul Stephenson at NSPCC NI and their requirements about safeguarding to support the SportNI grant funding. (MS) will champion this initially but will also approach a known youth worker at a local charity to see if they would be interested in the position with ANI. (NA) offered AGB to cover any training costs.

Marketing Officer – (KP) advised of a chance encounter with a marketing student and offered the opportunity to carry out a marketing study for ANI. Initial reaction was favourable but to be confirmed.

4. Financial report

Status v Budget – Corporation Tax bill and athlete support payments to ABO Field team had been paid. Membership income has continued to flow in with further new pro-rata memberships. Balance remains healthy at £16,245.42

Known forthcoming expenditures include:-

Support for British Target Champs and Euronations = 7x £150 = £750

Junior Euronations entry fees = 4x £50 = £200

Interim Team strip = £157.25

Judges Committee funding request = 9x £150 = £1350 (see item 9 below)

Asset register of trophies and medals - (SA) continues to work through this; only (5) trophies recovered so it is proposed in future to use small single-use trophies rather than perpetual ones, and award for three main bow styles only. Missing President's trophy for Combined Target & Field must be replaced. Current count of medals = Gold 51, Silver 62, Bronze 49. New ANI branded and better quality medals are required. **(SA)** to put together full proposal and costs.

Ciaran Campbell memorial and trophy – all agreed to make £200 donation from ANI to the chosen charity. **(KP)** to arrange. Agreement to be made with COB regarding control of memorial trophy and selection of future recipients for 'services to archery'. **(KP)** to contact COB. Agreed that this weekend each year will remain as the Ciaran Campbell memorial shoot.

Support for those archers selected to GB national teams (eg. World Field champs, Euro 3D champs etc.) – discussion took place and the question raised about ANI archers who are also AI members and are selected for Ireland team also. (NA) advised that a clear policy is required, so decision is held over and **(KP)** to write a proposal document.

5. Membership status and report

Membership report – current membership is 606 - only 12 down from Feb. 2017.

Secretaries/TO's meeting – the proposal to hold this meeting and the agenda was discussed and all agreed to go ahead on Thursday 9th August 7.00-9.00pm. (NA) recommended a tight agenda and to include a summary of what the board has achieved so far. Also an appeal for volunteer help whilst understanding the fear over legacy issues that might be holding back volunteers. **(SA)** to prepare outline of the 2019 shooting calendar as starting point for calendar discussion.

Camera system – (KP) reported that this had been located at Muckamore and was being collected this week.

6. Complaints

M.o.U with Archery Ireland – **(KP)** reported email sent, also follow up, but no response from AI. Their office now closed until 7th August. **(KP)** to call again then. Funding of national team archers to be added to M.o.U - possibility of dual funding to be avoided.

Contact with Wellesley McGown of NIFAA - initial contact made by **(MS)**, but detailed discussion delayed until end July. **(MS)** to follow up.

7. Development report **(SA)**

Consultation process: member survey – the survey was now closed. 77 members had completed it and response data to be circulated to board **(KP)**. This includes graphical and numerical data for each question and the free-form comments from qu.14. **(MS)** urged that a response be put out quickly using the data and comments from the survey giving a directional intent for the strategic plan. Agreed to do this at Club Secs/TO's meeting with full feedback at AGM. **(SA)** and **(MK)** to carry out methodical analysis of data to support both meetings.

(NA) left meeting (8.00pm)

Club visits – no further clubs visited, but **(MS)** had dropped by COB one evening and got 'honest' feedback, and will visit as many clubs as possible in next few months. **(SA)** still awaiting response from BAB & Muckamore. EBAC visit planned in September.

NI Sports Forum – **(MS)** has completed membership for ANI. **(MS)** to forward bill to **(KP)** for payment.

8. Calendar and Tournaments

ABO Field Champs, ANI Combined Target & Field and ANI Outdoor Target – all completed.

British Target Champs. – 5 archer team selected; Patrick and Conor not yet entered on Sport:80. **(HC)** to remind them.

ENCW & Commonwealth Champs. – only 2 archers attending.

Junior Euronations – 4 archer team selected.

British Indoor Champs. 1st/2nd December – **(SA)** and **(HC)** have set selection scores criteria. **(SA)** to determine application deadline and number of scores required. **(KP)** to post for applications.

Inter-club Champs. – 1st September at Lisnagarvey, hosted by LCAC & EBAC.

IANSEO training day, 2nd September at Lisnagarvey – **(SA)** planning this with Robert Hall teaching. **(SA)** to work out details and pre-requisites, and **(KP)** to advertise.

ANI Field Champs, - 27/28th October @ Clandeboye, hosted by LCB

ANI Indoor Target Champs. - Juniors 9th December BAB to host @ BLC.

- Seniors 8th December - S13 not available; **(SA)** to confirm alternative, possibly Lough Cuan.

9. Performance and Coaching report (HC)

Disability/Paralympic coaching took place last weekend with Andy Partridge from AGB.

Level 1 coaching course to take place 19th October. Max 12 places, 11 already taken. **(KP)** to advertise.

Judges Committee request for funds (John Gibson) – the detailed request had been received and was discussed. Agreed to support judges having to travel to UK to maintain qualification by giving £150 per judge, in line with NI team archers. (9) judges required to travel this year. (MK) requested a forward plan by year be provided.

Clothing support request to be held over; further detail and timing of requirements needed. **(KP)** to go back to (JG).

Current active judges list needed as there is concern that there is a shortage of judges. (JG) had been requested; **(SA)** to request from Judges Liaison Officer, Shannon Russel-Cowan.

John Kane believed to be close to his National qualification; needs to go to UK to complete.

(SA) to contact Hanna Brown about possibility of holding judges upgrade session and examination in N.I. using ANI officers as invigilators.

Team kit – Interim navy and green team shirts have been ordered, due later this week.

NI Performance Academy – (MS) expressed concern that board is not fully aware of NIPA activities, events etc. and suggested a report be provided for each board meeting. **(MS)** to discuss with Andy Partridge.

(MK) asked how juniors gain entry to the academy. (HC) explained that currently a transition from NINJAS is in place but from next year a full talent selection process will be rolled out, with club participation.

10. Any other business by prior submission

Sport NI – SPLISS – information included in meeting documents. **(MS)** will pursue this and complete the expression of interest. (MK) suggested to contact Andy Partridge on this too.

Chairman's 'Way Forward' – (MS) explained his thinking behind the notes circulated prior to the meeting, including improving the board's effectiveness, and how strategies are implemented once decided, and the need to start building relationships with other organisations. (MS) suggested an extra meeting, away from normal board business, to work through this subject. Agreed to meet on Wednesday 15th August at 6pm at Lisnagarvey; **(MK) and (NA)** to see if they can attend in person.

AGM – NICVA room has been reserved for meeting at 7pm Wednesday 28th November.

Query from Lough Cuan about Access NI – (MS) advised that Ciaran Kearney at NI Sports Forum is the contact for help with this, as ANI are now members.

Contact from Nathan McConnell of Orchardville Society (adults with learning difficulties) requesting help to run summer scheme at Lisnagarvey with suction arrows etc. Agreed this can take place.

Board member shirts – (SA) suggested shirts be obtained for board members to use on official occasions (presenting trophies etc.). All agreed and **(HC)** to obtain.

11. Next meeting: Monday 24th September at Lisnagarvey School

Meeting closed at 9.40pm