



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

11th November 2019 18.00

Location: Lisnagarvey School, Lisburn

Present:	Marc Scott	MSc	Chairman
	Hazel Campbell	HC	Coaching Director
	Neil Armitage	NA	AGB Appointed Director – not present
	Andrew Partridge	AP	AGB Appointed Director – on telephone for 30 mins
	Eilish Ward	EW	Independent Director – not present
	Kim Pegrum	KP	Company Secretary

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

- 1. Apologies** – received from (NA) and (EW); (AP) only available by phone for 30 mins. Meeting was not quorate so no decisions possible during meeting; proposals subsequently circulated by email for approval.

2. **(AP) input**

Pathway Report – (AP) presented his report, which had been circulated prior to meeting. (AP) confirmed current Sport NI funding is due to expire March 2021 and (MSc) indicated that new round of Sport NI funding would be due to open soon, but it may just run on for a further year based on current funding.

(KP) enquired about AGB selection process for 2020 Olympic team and (AP) said process has recently been agreed and is scores-based (720 round), up to beginning of March next year. Details to be published soon. **(AP)** to obtain copy when available.

AGB Medals – (AP) advised AGB pay around 55p – 95p per medal. Will Peel and Katy Cumming are the AGB contacts.

Susan Agnew resignation – **(MSc)** will respond officially accepting the resignation. **(HC)** to obtain thankyou gift. A new ANI rep. on the Commonwealth games council is required; (MSC) will do this. Someone is required to take charge of the trophies and medal stock and re-ordering. (SA) had completed the final updates to the Team Selection Policy; **(KP)** to release and post to website.

Target Records officer – (KP) advised that an offer to take over this role had been received, in order to free up (HC). All agreed that job should be advertised for anyone else to apply. **(KP)** to post advert and email clubs, with a short turnaround time.

(AP) left the meeting (phone) at 6.30pm

3. Minutes from 30th September 2019 – approved. **(KP)** to post to website.

4. Actions from last meeting

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

5. Complaints

M.o.U with Archery Ireland – (KP) advised that a further follow-up email had been sent with the ANI 2020 draft calendar attached; still no response received.

6. Safeguarding

Safeguarding report from (EW) & (R.McC) reviewed. (EW) had confirmed that Paul Stephenson will give a brief awareness training session at the AGM

7. Financial report

2018-19 Yearend financial details were reviewed against the budget plan. Balance at yearend at 30th September was £11,417.43 plus stock value of £1,668 (medals and trophies). Yearend Accounts were duly signed.

2019-20 Budget – (KP) had updated the draft budget, which was reviewed and agreed.

Latest status at 1/11/2019 was reviewed. Current balance £13,463.68 with ongoing receipt of membership fees from clubs and direct members.

Funding for AGB Selection shoots – no discussion took place on this subject.

6. Membership status and report

Membership report – current membership is 358 comprising 13 clubs, 0 universities, 0 school and 20 Direct members, but membership renewals are still ongoing.

7. Calendar and Tournaments

AGM Wednesday 27th November – discussion took place about the draft Powerpoint content. All directors to prepare their reports **(all) and forward to (KP)**

(KP) suggested that in the case that the AGM is not quorate, as last year, a proposal that requirement of 30 senior members plus 50% of clubs be in attendance could be revised to only 50% of clubs. This change to the Articles of Association will only be presented, if required.

(KP) reminded Board that there is the possibility under the rules to select an Honorary President and any honorary members. Agreed, not required at this time.

(MSc) proposed that the Summary page and Critical Success Factors pages of the new Development Plan be included at the AGM to 'launch' the document.

Special business requests: only one from (JR) had been received regarding 'Disability Inclusion'. (MSc) stated that this will be addressed in the Development Plan launch information.

ANI Indoor Champs – Junior champs at Banbridge leisure centre on Sunday 15th December.

Still no venue found for the Senior Champs; Queen's and Jordanstown halls either not available or not large enough.

(KP) suggested event be postponed to a date in the New Year.

(HC) volunteered to enquire when Lisburn Leisureplex hall might be available.

(MSc) advised that CoB were still willing to host but did not have a venue.

AGB Regional Chairs and Secretaries meeting has been rescheduled to Tuesday 3rd December at Lilleshall. **(MSc)** is available to attend, (KP) is not.

2020 Calendar – is ready to be published. **(KP)** to post to website.

8. Development report (SA)

Disability Committee – report from (JR) reviewed. **(MSc)** had some issues with the content and agreed to talk to (JR) prior to the AGM.

Youth Forum – this is on hold until the New Year (MSc)

9. Performance report

Performance Director vacancy –

(MSc) reported that he had not yet arranged an interview meeting nor a written citation.

(KP) confirmed interview requirements are two Directors and one member, which should be completed and recommendation made prior to the AGM. **(MSc)** to follow up on this.

Armagh, Banbridge & Craigavon Council Sports Bursaries – (KP) explained that endorsement letters were being prepared by (AP) to support three applications for this funding opportunity.

10. Coaching report (HC)

NI Team selection for AGB Indoor Championships – (HC) proposed the archers names selected for the Senior and Junior teams. To make up the shortfall in the teams applicants achieving within -5% of the target selection score were to be included, but with limited support funding (entry paid only). Proposal was agreed by Board via email after the meeting.

Seniors – complete 4-archer Recurve team but only 3-archer Compound team.

Juniors – only 3-archer Recurve team but complete 2-archer Compound team.

(HC) to contact selected archers to confirm agreements.

UK Coaching – (KP) advised about emails received from UK Coaching; **(KP)** to forward to (HC).

Belfast Telegraph Sports Star of the Year – (MSc) advised this had just opened for nominations.

11. Any other business

Registered Office – (KP) explained difficulties with changing the registered office address and so proposed an alternative local ‘correspondence’ address would be easier. Discussion took place about options for this address. (KP) was awaiting response from enquiry to the accountant to use his address.

NICSSA Stormont development – (KP) advised that this had passed stage 2 and was proceeding to stage 3 and looked positive for approval.

Other enquiries and feedback received – (KP) advised an enquiry from (JW) in Liverpool had been received, and the report from (AH) about a recent ‘Activities for Men’ event that he and (DL) had attended.

Next meeting:

Wednesday 27th November AGM at NICVA

Monday 9th December at Lisnagarvey School for Board meeting plus.

Meeting closed at 9.30pm