



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

18th March 2019 18.00

Location: Lisnagarvey School, Lisburn

Present:	Marc Scott	MSc	Chairman
	Hazel Campbell	HC	Coaching Director
	Susan Agnew	SA	Development Director
	Mark Saunderson	MSa	Performance Director
	Neil Armitage	NA	AGB Appointed Director
	Muriel Kirkwood	MK	Independent Director – not attending
	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 21st January 2019** – approved. **(KP)** to post to website.
- 3. Actions from last meeting**

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

(NA) advised a number of items from AGB:

There is a plan to try to engage all other archery organisations (eg. IFAA) to encompass them all into one NGB.

Merchandising Option – there is a plan for a contracted service, online shopfront, store of stock etc. for AGB merchandise. May be possible to make a link into this for ANI.

AGB is in discussion with Deloitte with regard sponsorship via payment-in-kind.

AGB does not provide financial support to clubs hosting National Series and ABO Field.

4. Complaints

M.o.U with Archery Ireland – (MSc, SA & KP) met with Kevin MacDermott plus two other AI executive officers on Wednesday 20th February. The MoU document had been updated by (KP) subsequent to the meeting. This was reviewed, meeting schedule corrected to two per year. Two issues of concern exist; name of the two CoB clubs does not discern between ANI and AI – name(s) need to change. The Ulster Field Champs name is confusing as this is not an officially recognised inter-country competition; changing the name and removing 'Ulster' would fix this. **(MSa)** volunteered to speak to (KB) at CoB about these two matters.

5. Financial report

Latest financial details and transactions were reviewed against the budget plan. Balance stands at £12,659 with membership fees still coming in.

Missing regional membership fees - (KP) advised that a number of ANI regional membership affiliation fees were outstanding from Direct members and even some clubs. All have been emailed but some are choosing not to respond, even when reminded that their insurance is invalid if fee not paid. ANI has no leverage, as AGB membership cards are issued as soon as the AGB fee is received. (KP) has contacted Scottish Archery to see how they deal with this. Response received after the meeting confirmed that SA have exactly the same issue and have been requesting AGB membership to change the system. **(NA)** took the task to review with AGB membership and IT to see what can be changed to stop this happening.

2018-19 budgets – (KP) explained that Board meeting reporting will be actuals versus budget, from now on. Budget items for promotional materials and support for Nat.Series (CoB) and ABO Field (LCB) will be zero, as no longer required. Accrual amount for WA Field support is also to be deleted.

Athlete Support Policy

No further discussion took place.

AGB and ANI Membership fees – (KP) asked (NA) about the AGB review of fees and if ANI should set up a sub-committee to both support AGB review process and also to review ANI regional fees, as this subject had been raised at the last two AGM's. All agreed; **(KP)** to publish invitation for interested parties to attend committee. **(NA)** to get AGB to announce to all the regions to support the AGB fee review process. Some discussion took place about possible family reduced rate definitions etc.

6. Membership status and report

Membership report – current membership is 498, 15 clubs, 2 universities, 20 Direct members. Causeway Archers have now renewed (3 members). UU Jordanstown is in the process of joining (~40 members).

Eligibility to hold NI Champion title, NI Record or NI Team position – some discussion took place, with urgency to decide this ahead of next championship event noted. **(NA)** will obtain actual AGB rules on this and forward to Board; (NA) stated this needs to be done in the spirit of openness but any champion should be from that nation. All agreed to use common criteria of ANI membership plus born/parent/lived here, for national team selection, holding national title or NI record. **(KP)** to publish policy on website.

7. Calendar and Tournaments

All Ireland Field – TO's report to follow **(SA)**. All agreed that event was good and had been delivered very well by BAB. **(SA)** to advise resultant stock of medals and trophies.

Inter Club Competition – (SA) confirmed this event to remain as a single day only.

All British Field Champs – team selection. Closing date for entry is 13th May and NI team to be selected immediately after. **(HC) & (MSa)** to lead this and present to Board meeting on 20th May.

Female Sports Forum at Ulster Uni, Coleraine 23rd March – local clubs to Coleraine all unable to assist. **(HC)** to check with (DL) and Ulster Uni club.

SERC Funday at Downpatrick 29th March – **(HC)** to respond that we are unable to help with this.

AGB AGM Saturday 13th April Birmingham – (NA) advised that not essential for us to attend, regional chairs and secretaries meeting is more important. AGM content brochure to be circulated to Board members; taken by **(MSa)**

8. Development report (SA)

Scores for 2019 team selections – scores data from last year's tournaments was reviewed and the policy to determine qualifying scores discussed. **(SA) and (HC) and (MSa)** to further review in detail and confirm scores cut-off point and selection policy. This to be circulated to Board prior to publishing. Deadline to submit qualifying scores needs to be 12th May, so announcement inviting applications needs to be issued soon.

Strategy document– (MSc) advised three quotes for preparation of this plan had been received. Two have been discounted as too expensive. Third is a fixed price of around £2000. Discussion took place and with some budget adjustments for publicity and support funding accrual now cancelled, the cost is containable. All agreed to proceed. **(MSc)** is to negotiate detail content, timescale and final price. **(MSc)** to send final quote to (KP) for file.

Disability Committee – initial meeting is scheduled for Thursday at House of Sport. Information regarding disabled categories received from Andy Partridge to be sent to (Msc) and (SA) **(KP)**.

Youth Forum – **(MSc)** advised this is on hold due to current personal situation of one interested party. **(KP)** to advise (SRC) and (CH)

Judges Committee report – report received from (JG) and information that AGB has agreed to visit here for judge assessments i.l.o. judges travelling to England. Funding in budget will cover AGB costs.

9. Performance report

MPT rankings received from (AP), no applications from archers to MPT fund have been received yet.

10. Coaching report (HC)

Coaching course – New Level 1 training starting 6/7th April has 8 participants.

Way Forward – six applicants for this received. **(HC)** to facilitate initial meeting of coaches, which will hopefully become a regular meeting.

Pathway event – around 15 new archers coming to this next weekend making total 22 NTDP participants.

Team kit – ongoing with (HC). AGB have announced new judges shirts. **(KP)** to find out details of local supplier.

N.I. Records – all records being updated. Agreed to announce that no retrospective claims for records can be accepted after 1st April. In future all claims must be within one month from the shoot date. **(HC), (SA)** and (MF) to send latest records files to (KP) and text of announcement for website and Facebook.

11. Any other business

Calendar Officer – (KP) suggested asking (SF) if he would do this job as he already uses calendar for the website tournament information postings etc. **(KP)** to ask (SF).

The Archery Foundation – letter had been received. Discussed and (NA) advised that we should not engage due to some previous difficulties experienced by AGB and AF.

NICVA membership renewal – (KP) advised that the ANI membership had been renewed at nil cost (due to a low income threshold).

Co-option of new Board member – (NA) proposed inviting Andy Partridge, Talent Pathway Manager to join the Board. All unanimously agreed.

12. Next meeting: Monday 20th May at Lisnagarvey School

Meeting closed at 9.20pm