



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

5th October 2020 19.30

Location: remote video conference

Present:	Marc Scott	MSc	Chairman
	Hazel Campbell	HC	Coaching Director
	Mike Henry	MH	Performance Director
	Neil Armitage	NA	AGB Appointed Director
	Andrew Partridge	AP	not attending
	Eilish Ward	EW	not attending
	Kim Pegrum	KP	Company Secretary

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

1. **Apologies** – received from (AP) and EW)
2. **Minutes from 20th July, 24th August and 16th Sept. EGM** – approved.
3. **Actions from last meeting**

Task lists from previous meetings were reviewed. Incomplete tasks carried forward. (MSc) proposed that each action item be given a due date against it so that those responsible knew when task had to be completed. **(KP)** to action.

4. **Complaints**
5. **Safeguarding**

(EW) had reported prior to the meeting that she was trying to contact (RMCC) and that she was looking to do a review of the areas we currently work in and to see how these can be improved as part of this process to ensure we have a proactive approach to safeguarding.

6. **Financial report**

Latest financial details and status to budget had been circulated prior to the meeting. End of Year Balance stands at £11,721.94 at 30th September 2020. This is ~£3400 up on the budget predicted year end balance. (KP) advised that £2100 of this had been allocated into accruals for next year to cover the cost of the membership fees reduction.

2020-21 Budget plan - (KP) presented a rough draft of the budget for next year and requested **all** directors to review and advise any corrections/changes before the next board meeting when the budget needs to be approved. (NA) asked that a clear explanation of the purpose of the reserve fund be available to inform the membership.

2021-22 Membership fees for approval at AGM – (KP) reminded the meeting of the membership fees committee proposal for the 2021-22 fees which includes a reduction in Junior fees and an increase in Senior Direct fees. The reason for these changes was

explained, reduction in family fees by reducing junior fees, and charging direct members more to try to encourage club membership. (MSc) stated that having tasked the fees committee to come up with a proposal, it would be wrong to reject it without good reason. All agreed that the changes were acceptable and sound reasons could be given to the members to justify the changes. Agreed to present the proposal at the AGM.

(KP) also advised that the new renewal system had gone live on Friday 2nd October and Sport:80 now included the ANI regional fees. Also that some clubs and Direct members had already renewed and paid fees before 30th September.

7. Membership status and report

Current membership is 481 comprising 15 clubs, 2 universities and 29 Direct members.

8. Calendar and Tournaments

Return to archery – (MSc) suggested that a reminder notice published to the membership would be good to do especially including the latest regarding indoor archery. **(MSc)** said that we would wait until after Thursday's Executive announcement/changes and then he would prepare a bulletin to be published. (NA) advised that the insurance company confirmed that cover is only valid when AGB guidelines are followed together with any local government directives. (NA) also requested that any local update be sent to him for inclusion in the AGB guideline documents.

2021 Tournament Calendar meeting – the new calendar developed by (SF) had been circulated prior to the meeting for information.

All Ireland Field Champs – this had been announced by AI recently and ran at Enniscorthy during last weekend (3/4th Oct.) but it was noted that number of attendees was quite low. (KP) indicated it was a surprise to see this advertised when AI had not responded to ANI's suggestion for AI to host the 2021 event as the 2020 event had not taken place (originally scheduled February) and considering the recent proposal to increase communication with ANI to a monthly basis. **(MH)** said he would take up the matter with (KMCD).

Annual General Meeting Wednesday 25th November

All agreed this needs to be held as a Zoom meeting, which should be satisfactory based on the recent EGM Zoom meeting. (NA) suggested GoTo meeting was an alternate platform that could be used.

Chair and Directors' reports are required for review at next board meeting on 9/11/20 **(ALL)**.

Director positions – vacancies include Development and Membership directors and one further independent director. (NA)'s four year term expires at the AGM but he indicated his willingness to stand for re-election to a further four years.

Membership fees 2021-22 – as agreed above.

Accounts – (KP) advised that the finance data had been passed to the accountant and he had indicated that the Accounts should be ready for the next board meeting for signature.

Voting Process – (KP) suggested the online voting as used at the EGM be used – all agreed. (NA) explained that AGB had successfully adopted online voting this year too.

AOB – (NA) suggested that the membership be reminded to submit questions or topics for discussion at the AGM at a date ahead of the board meeting. Some discussion took place about honorary membership but all agreed that now is probably not a good time to do this, but (MSc) suggested that it could be presented that this could happen next year and a committee be set up to determine requirements and selection criteria.

9. Development report

Strategy document – (MSc) enquired about the publication of the strategy. (KP) confirmed that the summary Powerpoint document in .pdf form had been emailed to all the clubs but not yet posted to the website or Facebook as it was understood that it was the full strategy document that was to be posted and this had not been received. Discussion took place regarding the merits or otherwise of publishing only the summary or the full document. It was agreed that both the summary and full document be posted to the website with a link to the website posted to Facebook. **(MSc)** offered to write the announcement text and forward to (KP) together with the latest version of the full document.

Disability and Inclusion Committee – (MSc) announced that a committee meeting had been set up for Monday 19th October and the draft new terms of reference had been circulated to the four members.

10. Performance report

Pathway Report – (AP) not present, no report available.

11. Coaching report

(HC) advised that the list of coaches needed updating as a number of coaches required re-registration. (KP) advised that the list provided recently had come from the Sport:80 records so individual coaches needed to check their records and arrange updates, as required.

12. Any other business

Open letter to the Board from (JR) – discussion took place about the content of the letter.

(NA) left the meeting at this point (21.00)

Sport NI recognition – (KP) advised that Sport NI still carried the NIAS name on its list of recognised governing bodies on its website. **(MSc)** took the task to get Sport NI to correct this.

Archery NI Members Group Facebook page – (MH) enquired about this and expressed concern that it is not an official ANI page. (KP) explained this is a hangover from NIAS but does have an AGB person as joint administrator. (NA) may be able to explain further.

Next meetings:

Monday 9th November – Board meeting

Wednesday 25th November - AGM

Meeting closed at 9.10pm