



## MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

**4<sup>th</sup> October 2021 19.00**

Location: remote video conference

<b>Present:</b>	Marc Scott	MSc	Chairman – not present
	Hazel Campbell	HC	Coaching Director – not present
			Performance Director
	Michael Ferguson	MF	Membership Director
	Robert Hall	RH	Development Director
	Neil Armitage	NA	AGB Appointed Director – not present
	Eilish Ward	EW	Independent Director
	John Ranson	JR	- attending invitee and Acting Performance Director
	Kim Pegrum	KP	Company Secretary

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

Note: meeting postponed from original date 27<sup>th</sup> September as it was not quorate.

### 1. Apologies – received from (NA, MSc & HC)

(EW) was asked to act as Chair for the meeting and agreed.

### 2. Minutes from 19<sup>th</sup> July and Clubs meeting 8<sup>th</sup> August 2021 – were approved.

### 3. Actions from last meeting

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

### 4. Correspondence

Email requests from BAB and LCB – generally agreed to provide funding to any club to assist with have-a-go's etc. but terms and conditions of grant to be established and published for all clubs to apply, before specific response to BAB & LCB could be sent. T&C's should comply with GBSP grant requirements. **(MSc)** to advise.

NICSA request for indoor archery Covid guidance – no specific information available from SNI/Sports Forum. **(MSc)** to advise.

### 5. Safeguarding

ANI Safeguarding officer vacancy – remains an open position. Agreed to re-publicise vacant post ahead of AGM. **(KP)** to include in AGM notifications.

Safeguarding training for Judges Group – (EW) advised this had been completed.

Access NI process for clubs – (MF) advised he was trying to contact (CK) at the NI Sports Forum to go through their Access NI process, and that he had drafted the two new policies required to be able to sign up to this process. (MF) to circulate policies after talking to (CK). (EW) asked if AGB had finally agreed to use Access NI checks. (NA) to advise.

## **6. Financial report**

Latest financial details had been circulated prior to the meeting.  
Bank balance stands at £23,154.32 at 31<sup>st</sup> August 2021.

(KP) advised that the yearend financials were in progress and will pass to accountant this week. 2021-22 budget input is required from board members by next meeting **(all)**.

### Bills to pay:

Athlete support for Youth Festival and CACE team members – agreed to pay £150 each shooting team member, £50 to CACE team manager plus any expenses. Bank details of those eligible, to be obtained by (HC) for Youth Festival and (RH) for CACE so that (KP) can complete payments.

Athlete support payment policy – generally agreed that revision is required to differentiate support payments between travelling/non-travelling team members. Proposed to use (JR)'s Performance working group to review this.

## **7. Membership status and report**

Current membership is 353 comprising 11 clubs, 1 university and 22 Direct members.

ANI Membership fees for 2022-23 – (KP) presented the proposal from the committee for the 2022-23 ANI fees and explained rationale behind the changes which includes the staged fees throughout the joining year for new members, similar to the new AGB structure. The proposal was generally agreed at the meeting, so can be presented at the AGM.

AGB Membership fees review process – no discussion, (NA) not attending.

8.10pm (MF) left the meeting

## **8. Calendar and Tournaments**

AGB Youth Festival, Target & Field Champs., CACE, Outdoor Target Champs and Club Sec's and TO's meeting – these had all taken place since the last meeting.

ANI Field Champs – (LCB) 13/14<sup>th</sup> Nov. at Mt. Stewart – planning in progress

ANI Indoor Champs Sat/Sun 11/12<sup>th</sup> Dec. – planning in progress

## 9. Development report

Sport NI Governing Body Support Programme (GBSP) – no update, **(MSc)** not attending. Interim status report to Sport NI was due by 30<sup>th</sup> Sept. **(MSc)** to advise if this had been sent.

Inclusion Committee – the report and other documents from the committee had been circulated prior to the board meeting.

**(JR)** requested funding support for planned Inclusion training courses for Club TO's and Coaches but will also apply to AGB/Worshipful Co. of Fletchers fund. Generally agreed that ANI should cover cost of these courses which may be eligible to be part of GBSP spend.

### Judges:

Funding requests received from (JG):

First Aid training – generally agreed to fund.

Defibrillator – need further info.

Candidate to County Judge assessment process – agreed to fund.

## 10. Performance report

The report from (JR), the interim Performance Director, had been circulated prior to the board meeting explaining the working group that had been established and that an initial meeting had taken place on 15<sup>th</sup> Sept. Follow up meeting is scheduled for 12<sup>th</sup> Oct. and full report will be presented at the November board meeting. (JR) offered an invite to (RH) to join the group, as appropriate.

MPT ranking policy – no further information on this. Held over until new working group established.

Pathway report – a report from (CL) had been circulated prior to the meeting.

8.25pm (JR) left the meeting.

## 11. Coaching report -

– no discussion, **(HC)** not attending.

## 12. Any other business

(MF) AOB input – (MF) advised that he had established a conference room facility that is available to use for board meetings at nil cost and is centrally located.

### AGM content:

Director re-election: **(HC)** not attending but needs to advise if standing for second term.

Director reports – these are to be prepared for review at the Nov. Board meeting in order to be ready for publishing with the other AGM documentation on 15<sup>th</sup> November.

Venue: NICVA room has been reserved and can accommodate a virtual MS Teams link – agreed to offer both to the membership and see what the uptake is on meeting at NICVA.

Meeting closed at 8.45pm

Next meeting: Monday 8<sup>th</sup> November 2021 – Board meeting  
Wednesday 24<sup>th</sup> November - AGM