



## MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

**8th November 2021 19.00**

Location: remote video conference

<b>Present:</b>	Marc Scott	MSc	Chairman – joined at 19.30
	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
	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)**.

**1. Apologies** – received from (HC). (NA) advised (MSc) would join at 19.30. (NA) was asked and agreed to act as Chair for the meeting.

**2. Minutes from 4<sup>th</sup> October 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, as previously, that funding would be provided to any club to assist with have-a-go's etc. but the specific terms and conditions of grant are still to be established and published so that all clubs can apply. T&C's must comply with GBSP grant requirements. **(MSc)** to call meeting and advise.

### **5. Safeguarding**

ANI Safeguarding officer vacancy – remains an open position. Agreed to emphasise the vacant post at the AGM.

Access NI process for clubs – The draft two policies and the service agreement document from NI Sports Forum had been circulated prior to the meeting and (MF) explained how the service would operate. He advised that a £10 per application admin fee would be billed by NISF and discussion took place how this charge would be covered by ANI or the applying clubs. (KP) suggested that, as not too many applications each year are expected, that initially for the first year ANI would cover the charges. If, at the end of the year, the costs had been excessive, this could be revised to either a shared cost or the clubs paying. All

agreed to cover the costs, as a pilot scheme, for the first year. **(MF)** to complete the service agreement with NISF and prepare detailed instructions that could be published to the clubs. Both draft policies to be adopted as ANI policies.

19.30 (MSc) joined the meeting and a non- board discussion took place.

20.10 (MSc) left the meeting and the remaining board members continued with urgent business, as follows:-

**AGM** – it was agreed to postpone the AGM until Wednesday January 26<sup>th</sup> 2022. **(KP)** to make necessary announcements giving revised schedule of dates for submission of nominations, agenda items etc.

**Company Secretary** – after four years of doing the job, (KP) advised that he wished to step down as secretary, but would be prepared to continue with the financial controller role, if the board wished. (KP) advised he would assist in the transition to a new person as secretary and anyway would continue to the end of the year. Those present agreed to accept the resignation and the offer for (KP) to continue in the financial role. **(NA)** advised he would advise (MSc). (KP) asked and it was approved, to make the announcement to the membership, albeit as a separated announcement from the AGM postponement so that it was clear that the two matters were not associated.

**Next board meeting** – it was agreed to use the vacated AGM date on 24<sup>th</sup> November as an additional board meeting in order to complete the business held over from this meeting.

20.30 board meeting was adjourned.

Next meeting:                      Wednesday 24<sup>th</sup> November – Board meeting continuation  
Monday 13<sup>th</sup> December – Board meeting  
Monday 10<sup>th</sup> January 2022 – pre-AGM board meeting  
  
Wednesday 26<sup>th</sup> January 2022 - AGM