

ENGLISH SKI COUNCIL LTD

(t/a SNOWSPORT ENGLAND)

Minutes of a Board Meeting held by telephone conference
on Monday 15th June 2009 at 7.30pm

Present: Barry Spouge Chairman
Jennifer Denning Finance Director
Nigel Matthews Director (from 717.d)
Dave Richardson Director
Karen Richardson Director
Peter Stratton Director

Tim Fawke Chief Executive
Peter Heath Company Secretary

Apologies: David Hart

714 Declaration of Interests

No new interests declared

715 Minutes

The minutes of the Board meetings held on 25th April 2009 and 26th May 2009 were confirmed as a true and accurate record thereof and will be signed by the Chairman shortly.

716 Matters Arising

701 EMSA/WMSA Merger. Agreement reached in principle for WMSA to take on responsibility for the EM region. Tim to liaise with the new WMSA Chairman, Jeff Elmore, to put this into effect.

717 CEO Report

- a. **Sport England Grant.** The contract has been signed by SSE. Expecting first payment within two weeks. Tim & Peter S have interviewed nine applicants for the Development Officer jobs. Four to be given a second interview this week. Project Board to be set up once the new Officers are in post and meetings have been arranged with Sport England. A lot of work will be required over the next few months to start the project delivery.
- b. **Membership.** 2484 registrations to date for 2009. Online renewals for 09/10 to go live on 1st August. Tim to propose membership fees for approval by e-mail. The 2009 fees covered only 10 months, so an increase will be needed to cover a full year. Club affiliations will run from 1st Jan to 31st Oct 2010 to bring these in line with the Coaching Scheme membership. The Board supported a small increase each year in preference to occasional large increases. Aiming to have first time registrations available online shortly – still some system issues to be resolved with Interfuse. Tim to seek advice from the Information Commissioner to ensure compliance with the Data Protection Act regarding data storage outside the EU. Review of club constitutions not yet started.
- c. **Bank Accounts.** Awaiting the return of forms for the HBOS account. Agreed that telephoned instructions to the Bank are to be confirmed in writing. Opening of other accounts progressing.

- d. Outstanding Debts.** Letters were sent to three outstanding debtors at the end of May listing the amounts owing and asking for a response within two weeks. Only one response received to date.
- e. 2009 Budget** Agreed amendments to be completed after Sara's exams & holidays
- f. Coaching** Sponsorship deal for the Coaching Conference now in doubt. Conference still likely to go ahead, but at a significantly increased cost. It may be necessary to cut back on some of the planned programme. Tim seeking a meeting with all the Directors.
More promotion is required to increase attendance on courses.
Coaching budget to be reviewed once June accounts are available.
Amanda from Sportscoach UK would like to do a presentation to the Board – suggest this is arranged for Sept/Oct at Rugby.
UK Snowsports - Tim reported on a recent meeting with Andrew Lockerbie, Jane Harvey & Robin Kellen – notes prepared by Andrew. Tim to consult with Chris Exall & Robin before responding. The Board raised ongoing concerns regarding BASI's objectives in this area, and repeated the need for the HNs to retain the income from coaching courses and membership
- g. Staff**
Office workload. Tim reported the need for additional staff to ease some of Sara's increasing workload and to assist the new Development Officers. He proposed the employment of an 18-year-old apprentice with one day off per week for college. Salary cost would be about £5k pa. Part of this could be charged to the SE grant. The Board were supportive of the proposal, but before making a decision required a more detailed breakdown of the extra cost and how it would be funded.
Office computers. Suggestion that the crt monitors need replacing as the flicker rate may not comply with HSE regulations. Dave to check current regulations with his IT dept. New PCs required for Sara and Jenny this year, for Marie & Julie next year. Cost would be capitalised, so spread over four years. Tim to seek advice and costs from Martin – who would also install them.
- h. Child Protection** Our submission for advanced standards is still in progress – Tim had a productive meeting with CPSU recently. They would like to run a free training session for the Board – agreed that this should be arranged for one of the meetings at Rugby.
- i. Alpine Committee** Due to an imminent change of duties in her paid job, Gill Hall has decided that she is no longer able to commit the necessary time and has resigned as Chairman of the Alpine Committee with immediate effect. The Board expressed their appreciation of all the work Gill has done especially over the last 5-6 years as Chairman and agreed to award her with Honorary Life Membership.

Gill is preparing a job description, which Tim will send to the existing committee members and all clubs inviting anyone interested in the job to contact him.

Tim to report Gill's resignation on the web site and set up an alpine e-mail address for people to contact instead of Gill. This to be directed to the office and forwarded for action/reply as appropriate.

The next Alpine meeting is arranged for 9th August – to discuss the role of Chairman and whether the workload can be reduced or shared.
In the interim, Peter H will approve alpine expenditure.
- j. Alpine Championships 2010** Arrangements in hand. Kev Webb to visit resort shortly to confirm the programme, contract etc. Provisional programme to be announced on his return. FIS calendar application outstanding.

- k. Alpine Team.** One appeal for the part-time team is with the Appeals Panel for consideration. Arrangements for the full-time Development Team are in hand. Meeting held with the athletes. Some offers of accommodation have been received. Still need to find a suitable coach.
- l. Freestyle** – event accounting. The arrangements for collecting and reporting income and paying expenses as proposed on Sara’s e-mail to Jennifer (20th May) were accepted on condition that the gross income as reported can be verified against an entry list for each event and that Sara receives an official VAT receipt for the slope fee.
- m. Snowsport GB** A proposal has been made for a web site to receive donations to support British athletes training for the 2010 Olympics – possibly using an adaptation of the existing race entry system. The Board was supportive of the proposal and suggested a number of options to be investigated.

The Board received a further update on SSGB’s financial position.
- n. AGM Arrangements** Tim has three short strategy presentations to follow the formal business – will circulate drafts to the Board on Friday.

718 Strategic Matters

SSGB issues taking priority at present – carry forward to next meeting. Various offers of assistance have been received. The outcome of the SSGB Congress in July is likely to be a major factor.

719 Finance and Admin

- a. Management Accounts to 30th April** No immediate problem identified. Any comments or queries to Jennifer/Tim by e-mail.
- b. Finance Committee – minutes of April meeting.** See minute 704b for April Board meeting
- c. 2009 Budget** See minute 717e above.

720 Key Committees

Minutes of the Nordic Committee on 21st April were received – no comment.

721 Snowsport GB

See Minute 717m above

722 AOB

Sponsorship Peter S reported that Thule have donated a £700 roof box for presentation as a prize at the All England Indoor Championships. Some promotion of Thule will be required. Peter was thanked for negotiating this.

This being Dave Richardson's last Board meeting before standing down at the AGM, he said that he had enjoyed working with the Board and would continue to watch from a distance with great interest. Dave was thanked for his contribution over the last year.

723 Next Meetings

AGM and Council – Saturday 20th June – Halesowen

Board Meetings – Peter to circulate potential dates for mid-July/early August and mid-September – both at Rugby.

There being no further business, the meeting ended at 2105