

ENGLISH SKI COUNCIL LTD

(t/a SNOWSPORT ENGLAND)

Minutes of a Board meeting held on Monday 13^h of May 2013 at 3.00pm to 7.15pm.

At SportPark, Loughborough.

Present:

JE	Jeremy Eaton	Interim Chairman
BT	Bryan Thomas	Finance Director
JB	Jemima Barnes	Director
GP	Geoff Parsons	Director
KR	Karen Richardson	Director
TF	Tim Fawke	Chief Executive
PH	Peter Heath	Company Secretary
IF	Ian Findley	Talent and Development Officer
KN	Kirsty Nicol	Minute Taking SSE Office (Trainee Company Secretary)

The board requested Jeremy Eaton to chair this Board meeting, Jeremy accepted.

1. Apologies:

None

2. Declaration of Interest

Each Director present confirmed that they had no direct or indirect interest in any way in the proposed arrangements to be considered at the meeting, which they were required by section 177 of the Companies Act 2006 and the Company's Articles of Association to disclose other than those recorded later in these minutes.

3. Approval of Minutes

The minutes of the Board Meeting held on 5th of March 2013 were confirmed as a true and accurate record thereof and were signed by the chairman.

4. Matters Arising (See Action Plan As per last board meeting)

Actions completed 1, 3, 5, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 19, 21, 22, and 23

Actions still outstanding 2, 4, 6, 11, 18, and 20

2. Presentation- Insurance Companies

3.15 Endsleigh- Very Competitive offer made

BT discussed Endsleigh innovative approach and flexibility.

A discussion around Endsleigh's claims occurring policy was discussed at length both pros and cons.

All of the board discussed the presentation from Endsleigh how they have a very competitive price also the aspect that there would be sponsorship with the deal.

GP will look into some references from Endsleighs list of customer.

3.45 Perkin & Slade- Current Provider

Representative from Perkins Slade informed the board on the long customer relationship of 23 years, a discussion ensued regarding the civil liability policy which Perkin & Slade offer and it was put to the board that there would be no other policy in the market that would cover "any" claim as pointed out in their presentation.

Following this there was a discussion around claims occurs and claims made policy options which the board considered at length and would consider, it was agreed a decision would be reached and circulated in the next month.

GP would like to see both civil liability policies to compare and present back to the board.

The board requested that TF and KR have a broad commercial discussion with Perkin & Slade regarding premium offered and TF to obtain the wording from Endsleigh.

6. Presentation- Talent Development officer Ian Findley

IF did a presentation on his development and progress in his role since joining SSE.

IF gave an update on funding he has been successful in receiving for athletes, IF also commented on the funding that we have at the present moment for British Athletes. This then followed on to

discussion regarding Sport Aid funding for English athletes on English or British Squads which SSE administers.

JE requested that IF explain this in more detail as he was concerned that the process needed to be as transparent otherwise it will cause issues in the future if we are not careful. IF has to amend presentation slides regarding Sport Aid funding and circulate to the board requested by JE.

TF and JE agreed they will arrange a meeting with BSS regarding British athletes funding.

TF was requested by the board to look into appointing an intern to help IF with administration.

7. Follow up on Board Away Day Actions.

Board away day actions were discussed and KN was asked to add any away day actions to the action log.

GP requested to see all terms of reference from each key committee.

KR put to the board that we should disband the England dry slope team. KR proposed that winners from the all England championships and British indoor championships will be invited to the alpine championships by SSE and get free entry to the FIS races (not NJR). KR will draft reasoning behind this decision and circulate to JB. A point was also made that this should be advertised as soon as possible.

Board then discussed the issues surrounding the Alpine race calendar. JE will link with Lloyd to look at making sure changes are made for next year so there is the ability for new freestyle events to have space in the calendar. It was also discussed that when competitors register they are already pigeon holed into a discipline and maybe we should register them for all disciplines from the start so we don't re-enforce the divide between disciplines. It was confirmed by the board that Clive Punter has been accepted and appointed by the board as a director and is eligible to stand for election at the AGM on the 29th of June 2013. JE is to write an introduction for Clive and include reasons for appointment to the board to be presented also at AGM.

GP to look into the appointment of lawyers to support the governance review. He has got 2 firms agreed and needs 1 more and will coordinate with KR and TF to get them to present how they would assist in the governance review. GP to circulate dates to KR and TF.

8. Characteristics of a high performance board

This agenda item was deferred to the next meeting due to time

9. CEO Report

The CEO introduced his report which was accepted by the board with the following key decisions

- **Membership Fee's**

TF presented a 2.8% increase in membership fees for the registration year 2013/2014 this was agreed by the board.

- **Safeguarding Guarding action and Implementation plan**

TF presented an implementation plan for child protection policy to the board this was agreed by the board.

- **Sports Direct- SSE Online Shop**

TF informed the board of meeting with Sports Direct in relation to creating an SSE website for sale of Ski and Board equipment and clothing for our members, this would be sold through a website created and maintained by Sports Direct this would give SSE 7% commission.

JE requested more information on the marketing that sports direct would provide for the SSE website and would like to see the prices that Sports Direct would be selling goods for to be circulated to the board TF to report back to board.

All board in favour of Sports Direct SSE online shop under the conditions that both costs and commission deal are correct.

- **CRM System**

TF informed the board that he has been looking into new CRM system for SSE the board requested that TF to look at costs and feed back to board. The board agreed that TF would propose the best option by email to board members for approval due to the time frame to get the project moving.

- **Board Roles**

Board agree to the board roles presented by TF. TF to link board members to the relevant people so they can start to communicate.

- **Membership Service Review**

Discussed by the board briefly matter on-going. JE to feedback on the PR regarding the membership review and TF and BT to progress with setting up a survey for members.

9. Finance and Admin

A) 1st Quarter Accounts

BT informed the board that the 1st Quarterly accounts are running reasonable well and he is broadly happy with them at the moment with a couple of areas that require some further investigation

B) Audited Accounts

Audited accounts where approved subject to the final adjustments to be made by KR and BT which BT explained. KR and BT to work on presenting these accounts in a easy to read and user friendly way for the AGM. The board expressed their appreciation to both KR and BT for the great job they have done on the audited accounts.

Auditor costs were discussed by the board BT to negotiate with auditor regarding costs.

BT informed the board that a new purchase order system should be put in place and he would work with the office to implement this.

989. Key Committees

A) All Minutes received by board.

Alpine

JE had some concerns over the Alpine Race Committee agenda as some points are for information only and should not be a discussion point as there is no decision for ARC to make. JE to speak to Lloyd to clarify this point.

Freestyle

GP commented on minutes regarding clothing for freestyle team and that this should be an issue for the board as it links to rights and branding. TF comment that currently the board does not have the ability to provide jackets. It was agreed this is a longer term aim.

Nordic

Nordic committee minutes were approved by the board.

13. AGM

TF and JE to circulate papers and information on the AGM to the board.

JE informed the board that he will ask IF he would be willing to do a presentation at SSE AGM.

14. AOB

Dave Ryding fund raising events that Paul Rayson is trying to set up. TF will look to help and support this. KR to speak to Richard Berry to see how best we can set up a system for fund raising in order to help athletes at future Olympic games and world championships. The board discussed which members will be present at the SSE Club and Facility conference at Sport Park Loughborough on the 6th of June 2013,

Attendees: JE, BT and GP for part of the day.

TF informed the board that he has started review for children's team with BSS.

15. Date of Next Board Meetings

10th of September 2013 this will be held at Sport Park, Loughborough. The board requested that KN looks in to a time change for Board meetings from 3pm-7pm to 8am- 12pm.

Action Points from Board meeting 13/05/13

	Details	Action
1	Details of ESC Skiers Trust to Jeremy & Geoff	PH
2	2013 Events List for Anti-Doping education	JB IF
3	Skill Matrix Form To be completed- After AGM	TF,JB,KR,JE,GP, BT
4	Review of M&A to comply with SE requirements and to deliver more effective structure for the organisation.	TF/GP
5	Organising Peter Keen and Vice Chancellor Lunch	TF/GP
6	British Sports Marketing Bureau- Geoff Meeting update 06/03/2013	GP
7	All to keep clear focus on deliveries as laid down by SE	ALL
8	Strategy overview adopt three pillars approach- Increased Participation/membership/develop talent- create clear definition	TF/CP
9	Progress RAG list for regions	ALL
10	Digital Update on current status and adopt digital review	TF
11	References from Endsleigh list of customer to be collected	GP
12	Insurance Civil liability policies for All to view	TF
13	Perkin & Slade to review premium	TF/KR
14	IF to amend presentation slides regarding Sport Aid funding and circulate to the board	IF
15	Meeting with BSS regarding British athletes funding.	JE/TF
16	Appointing an intern to help IF with administration	TF
17	All terms of reference from each key committee-	TF
18	KR will draft reasoning behind dry slope team selection	KR
19	Introduction for Clive and include reasons for appointment to the board	JE
20	Info on marketing and Commission from Sport Direct- For board	TF
21	Data base costs and info – For Board	TF
22	KR and BT to finalise adjustments to accounts and produce report for AGM	BT/KR
23	Negotiate Auditor costs	BT
24	Circulate papers and information on the AGM	JE/TF
25	Ask IF if he would be willing to do a presentation at SSE AGM	JE
26	Research Fundraising options in order help performers at the Sochi Olympic Games and future events	TF/KR
27	Time change for Board meeting s from 3pm-7pm to 8am- 12pm	KN