

CONFIDENTIAL DOCUMENT

SCOTTISH GYMNASTICS

MINUTES OF BOARD MEETING HELD ON SATURDAY, 14 JANUARY 2017 AT 10AM

AT DAKOTA, SOUTH QUEENSFERRY

PRESENT: Scott Harper (SH): Kevin Pringle (KP): Euan Lowe (EL): Peter Boucher (PB): Keir Stewart (KS): Zoe Frost (ZF) Adele Tolometti (AT), Lorna Callan, SportScotland (LC), Patricia Swan (PS)

APOLOGIES: Oliver Barsby (OB): Kevin Pringle (KP)

IN ATTENDANCE: Lara Gregson (LG) SG Operations Manager

ITEM	AGENDA ITEM / DISCUSSION
1.	WELCOME AND APOLOGIES
	SH welcomed all to the meeting noting apologies received from Kevin and Oli.
2.	NOTIFICATION OF CONFLICTS OF INTEREST
	There were no notifications of a conflict of interest.
3.	PREVIOUS MINUTES & ACTIONS:
	The Minutes dated 12 November 2016 had previously been circulated via email and were formally approved and the Action List was revised, including actions carried forward.
4.	MATTERS ARISING
	There were no matters arising.
5.	CHAIR SCORECARD
	Board all reviewed the updated scorecard. Approved by the Board.
6.	FINANCE REPORT
	No reports to review in detail at the meeting. Will follow up with detailed reports post meeting and circulate round the Board.
	Action 1: Completed Financial Report to be circulated round the Board.
7.	RISK REGISTER
	Euan shared the risk register. Highlighted risks that have increased and decreased and explained the rationale behind the changes. Key risks highlighted were the potential grant funding reduction and the increased risk associated following the recent historic abuse cases in the press.
	Action 2: Euan to continue the regular review of risks in conjunction with his Management Team
8.	EGM PLAN
	Proposed a mid-week date of March 22 th with Stirling Court Hotel as the venue. Emphasis on receiving proxy votes.
	Action 3: Lara to progress timeline and supporting communications to members for the EGM

<p>9.</p>	<p>FUTURE BOARD PLANNING Reviewed the calendar of Board meetings and topics to be discussed at each meeting.</p>
	<p>Action 4: Lara to expand the details that sits behind the topics and consider how all the pillars be reviewed in time for annual report content Papers to come out for Board meetings two weeks before Add data protection to Board meeting plan</p>
<p>10.</p>	<p>AOB RPC recruitment – proposed that we change the focus to support coaches in clubs which will still support the regional outcomes. Club will need the right infrastructure to support but the focus is on coach development. BG – Euan and Scott met with BG to discuss how the agreement was progressing. BG have come back with a clearer action plan on how we can move forward.</p>
	<p>Action 5: Advertise Women’s RPC change. Expand details on how they will work</p>
<p>11.</p>	<p>DATE OF NEXT MEETING 18 February</p>