



**MINUTES OF BOARD MEETING HELD ON SATURDAY, 18 JUNE 2016 AT 10:30 AM
AT CALEDONIA HOUSE, EDINBURGH**

PRESENT: Scott Harper (SH): Phil Langstaff (PL): Kevin Pringle (KP): Oliver Barsby (OB): Patricia Swan (PS): Euan Lowe (EL): Peter Boucher (PB)

APOLOGIES: Adele Tolometti (AT): Keir Stewart (KS): Zoe Frost (ZF): Lorna Callan, sportscotland (LC).

IN ATTENDANCE: Christine Davies (CD) SG Office Manager.

ITEM	AGENDA ITEM / DISCUSSION
1.	WELCOME AND APOLOGIES
	SH welcomed all to the meeting noting apologies received from Keir Stewart, Adele Tolometti and Zoe Frost.
2.	NOTIFICATION OF CONFLICTS OF INTEREST
	There were no notifications of a conflict of interest.
3.	PREVIOUS MINUTES & ACTIONS:
	The Minutes dated 14 May 2016 had previously been circulated via email and were formally approved and the Action List was revised.
4.	AGM
	Following discussion, OB and KP confirmed they would be delighted to stand for re-appointment to a second term of office. Both directors were asked to confirm this in writing to the Chair and to provide a summary of their time at SG.
	A further discussion took place regarding elected posts. It was agreed that the Board would follow the AGM timelines for submission of nominations.
	It was also raised and agreed that a motion be put forward at the AGM for Fitness Scotland wording to be deleted from the existing Articles of Association as they were no longer an operating arm of SG.
	It was also agreed by the Board that prospective members would be offered a 13-week temporary membership during the summer to take them up to the new membership year on 01 October. This would cost £9.00. The Board also unanimously agreed there would be no increase in the 2016/2017 membership fees.
	Action 1: OB/KP to confirm their wish to be re-appointed for a second term of office and to provide a brief summary of their work with SG. Action 2: EL/CD to email Board with AGM key timelines. Action 3: EL to raise a Motion for the AGM to remove reference to Fitness Scotland from the Articles. Action 4: EL to email SG's Head of Development regarding the option of 13 week temporary membership.

<p>5.</p>	<p>STAFF RESTRUCTURE</p> <p>EL updated the Board on the recent staff re-structuring advising that one vacancy has been advertised with 40+ applications received. It was also agreed that following successful recruitment of this post, SG would promote the new roles and changes to members to clarify the structure changes in order to provide the best service available.</p> <p>A round-table discussion also took place surrounding the Regional Performance Pathway Coach vacancies, partnerships and advertising. While partnerships with clubs have been identified we have been unable to attract the quality of candidate to meet the needs of the role. The concept and the approach itself has been supported and attracted interest however this has not been enough to encourage interested coaches to move from their existing club environments.</p> <p>EL presented an alternative delivery approach in meeting the same strategic outcomes although noting it may take longer to reach them. The option had been discussed with sportscotland and they are comfortable with the suggestion.</p> <p>After discussion it was agreed that the focus should move towards recruiting coaches on more of an 'apprenticeship' basis and provide these coaches with focussed support. As before the coach will be employed by the club with support from SG. SG will also encourage closer working relationships with coaches and staff.</p> <p>The Board agreed to move forward with this concept, the necessary structure changes and additional financial contribution to implement the change.</p>
<p>Action 5: EL to work with SL to implement the changes needed in recruiting Regional Coaches</p>	
<p>6.</p>	<p>BOARD SUB GROUPS</p> <p>SH presented a timeline and composition of the sub groups to the Board. Terms of Reference for each sub group will be finalised by end June, with priorities developed and external recruitment started by end July. The aim will be to introduce the new Sub groups at the 2016 AGM. The Board will also review the recruitment process, co-ordinate clear understanding for its members and consider succession planning.</p>
<p>Action 6: SH to finalise terms of reference for Board Sub Groups by end June. Action 7: Sub Groups Priorities to be developed and recruitment to be started by end July.</p>	
<p>7.</p>	<p>COMMONWEALTH GAMES TIMELINES</p> <p>SH/EL present timelines for the 2018 Commonwealth Games. It was agreed, following discussion, that the Board and Head of Performance/CEO are doing as much advance work as they can and will monitor this on a regular basis.</p>
<p>8.</p>	<p>DEVELOPMENT TEAM : PRIORITIES</p> <p>The Head of Development and his team presented the Board with an update on the development strategy, leadership academy, marketing and facilities. An opportunity was available at the end of the presentation for a question and answer session.</p>
<p>9.</p>	<p>ANY OTHER COMPETENT BUSINESS</p> <p>There was no other competent business raised.</p>
<p>13.</p>	<p>DATE OF NEXT MEETING</p> <p>To be agreed via email.</p>