

CONFIDENTIAL DOCUMENT

SCOTTISH GYMNASTICS

MINUTES OF BOARD MEETING HELD ON WEDNESDAY, 8 MARCH 2017 AT 5PM

AT CALEDONIA HOUSE, ROOM 7

PRESENT: Scott Harper (SH): Euan Lowe (EL): Peter Boucher (PB): Keir Stewart (KS): Zoe Frost (ZF): Oli Barsby (OB): Phil Langstaff (PL)

Via DIAL IN: Adele Tolometti (AT)

APOLOGIES: Lorna Callan, SportScotland (LC): Patricia Swan (PS)

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 Lorna Callan and Patricia Swan
2.	NOTIFICATION OF CONFLICTS OF INTEREST
	SH, AT and PS noted a conflict in relation to the Pathway Coach roles.
3.	PREVIOUS MINUTES & ACTIONS:
	The Minutes dated 14 January 2017 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.	BOARD VACANCIES
	Currently have one vacancy on the Board with one pending from the 2017 AGM, which following a review of the 2015 skills audit output, confirmed the following focus for each role - General Director – with Commercial/ Corporate focus General Director – with Sports Development focus
	ACTION –
	LG and PL to meet and discuss the recruitment process Skills audit to be issued to all Board members and the output reviewed in conjunction with the recruitment process
6.	FINANCE
	EL shared the outcome of the reduced funding from SportScotland as a result of the Government cuts. EL and SH updated the Board on the current financial position. Reserves are strong and there are discussions with BG around payments due. There was a strategic discussion around some key points for future budget consideration with decisions pending once the budgets are finalised. Board agreed to continue with status quo to enable some spend beyond April 2017
	ACTION –
	Budget holders to review 17/18 budgets Finalise the budget details and the Board will sign off at April’s meeting Technical Panels required to budget for 17/18 also RemNom to look at staffing implications in relation to any new roles and retention needs
7.	EGM Timeline
	The current status on proxy votes received was shared and the timings and attendance at the EGM

	on the 22 March discussed.
	<p>ACTION – LG to send the list of clubs who have responded to the Board Board to use their links to encourage completion PB and KS to have forms at the upcoming Acro and Trampoline events</p>
8.	<p>Board Advisory Groups LG shared the output from both horizons sessions with the Board and Staff, including the key themes Open recruitment process required – for members to add value, contribute and share their knowledge and expertise Staff will be in all groups to drive and shape the outputs. The work will link to the strategy and operating plans; some will be expanding on existing work, some will be new pieces of work.</p>
	<p>ACTION – LG to initiate an open recruitment to attract members and then formalise the groups for the first meetings</p>
9.	<p>AOB AGM, Conference & Awards – Board discussed and agreed that the AGM and possibly a conference type event would be held on 23 September and the Annual Awards would be a separate event</p> <p>Pathway Coaches 12 Pathway Coaches have been appointed, 2 from Gairloch (AT and PS' club) and 1 from Zodiak (SH's daughter). PL to look at the recruitment process given the conflict of interest.</p>
	<p>ACTION – AGM, Conference & Awards - LG to update Ashleigh and venue options to be looked at.</p> <p>Pathway Coaches - PL to review the process with LG to ensure all is above aboard, open and transparent</p>
10.	<p>DATE OF NEXT MEETING</p> <p>22 March 2017 after the EGM in Stirling Court Hotel</p>