

SCOTTISH GYMNASTICS ASSOCIATION
NOTES OF ANNUAL GENERAL MEETING HELD IN THE
STIRLING COURT HOTEL, UNIVERSITY OF STIRLING
ON SATURDAY, 29TH AUGUST 2015 AT 1:15 PM



Present and Proxy: See list at end of the Minutes
Apologies: See list at end of the Minutes
Minute taker: Christine Davies, Executive Officer, SGA

Scott Harper (SG Chair) opened the meeting at 1:25 pm and thanked members for attending. Scott Harper asked the members present if anyone had seen the annual report video. Following discussion it was agreed SG's Marketing Manager to contact some clubs and record their views. Scott Harper advised that in order for the AGM to be quorate there was a current requirement for a minimum of 48 member Clubs to be present or to submit their proxies i.e.

Membership Type	Total Votes as at 29 August 2015	30% requirement	Voting Members Attending	Proxy Members	Quorate Yes/No
Clubs (161) 2 Votes each	322	96	38	10	No
Honorary Life Member	27	8	3	2	No
Individual Member	10	3	7	1	No
Total	359	107	48	13	No

The outcome is that this meeting is not quorate and no resolutions or decisions can be approved. Notes will be taken and once reviewed, uploaded to the SG website. Christine Davies read out the apologies to the meeting. A list of those present and apologies received is available at the end of these Notes.

Approval of Previous Minutes

The 2014 AGM minutes had been previously circulated to members but as the meeting was not quorate these could not be approved.

Chairman's Update

Scott Harper displayed various slides to the members present outlining the positive changes in the organisation over the last three years, e.g. development of the Board and new sub committees: there is stability within the organisation: there is a full complement of staff and clubs have taken advantage of programmes. He added that there was a delay in completing the SG/BG membership agreement and apologised for this but added that he wanted the right agreement for the association and that we now have a very good deal in place with BG. Ruth Griffin thanked Scott for this but he pointed out that he wasn't alone in negotiating this and thanks should also go the Board members and CEO.

The association now has a 12 year strategy in place with sportscotland funding secured for the next four years. There is a new approach to awards for members and information should be on the SG website in the next week or two with the Awards dinner date/venue to be announced soon. Scott also asked members to join sub committees to help shape the sport. Ruth Griffin asked what the Board could do as this meeting wasn't quorate. Scott replied he would ask the members the same question. The Board/staff have done everything possible to publicise the AGM. This is the only weekend when there are few competitions in the September/October/November calendar. We also held workshops today to encourage more members to attend. Following discussion the undernoted alternatives were suggested:

- SG block all event permits for this particular weekend.
- Do the members want another AGM or in another media format?
- Hold the AGM prior to the annual Awards dinner.
- Reintroduce a TP assembly followed by the AGM.

CEO Update

Euan Lowe presented an update on the CEO Report and highlighted some of the statistics in the business review slides. As previously mentioned the four years' funding gives the association security. We are listening to your feedback – and to better support club needs it has taken a full year to re-structure the development department. Sam Langstaff and Steve Paige have worked well together to get the right structure in place. There has been a shift in our website and communication channels – again, we are listening to your feedback. We have a new Conduct in Sport panel with high calibre professionals in post. We are operating in a safe environment and are helping the association and clubs with any issues. Steve Paige has sent out a second club survey to members and we have a needs-based education programme in place. To complement the education programme we have also introduced a new Workforce Development Manager.

There was a lot of healthy debate last year around technical panel structures and it has taken time this year to complete the panel structures: we now have panels with a good level of expertise however more work needs to be done to improve how we all work together to maximise the development opportunities for the disciplines.

We have moved away from squads to performance programmes and we are attracting the very best BG coaches to work with us on this.

There are wider benefits for our clubs in using the BG GymNet CRM. BG have better resources and we will work with them on new products but we can only do so much so would ask all of you to work with us.

Finance Update

Adele Tolometti presented the financial statements to the members. For the second consecutive year the association has made a small profit despite bad debt provision and depreciation. There is an increase in net current assets and increased liquidity. We have a strategy in place to build reserves and we have four years' secured funding. However, there were exceptional costs for the Commonwealth Games. We are reviewing finance processes and tightening up on costs. The Finance department has strengthened with Andrew Cassell (Finance Manager) and we are working more closely with technical panels. We have strong finances going forward. Ruth Griffin pointed out that her club had received invoices for 12 months ago. Adele replied that this is precisely what the Board is tightening up on. Scott Harper added that the system is changing in that clubs/members will pay for services in advance.

Tommy McGill asked if there would be a reduction in staff costs now that SG has a signed commercial agreement with BG. Scott Harper replied the Board had reached agreement with BG that there will be a rebate of money to give the association sufficient time to define staff roles especially in membership. Yes, there are likely to be savings in membership that will be re-deployed elsewhere.

Ruth Griffin queried sponsorship income but was advised this is the association's trading activity. Michael O'Donnell added that the association attracted circa £40k in sponsorship income last financial year and are keen to attract more sponsors. Steve Paige added that one of the new club business manager's posts would be in this area of expertise with Scott Harper concluding that the association hopes to attract sponsorship for both clubs and the association.

Penny Kilbane enquired why elite gymnasts have to pay for their leotards, etc. Michael O'Donnell replied that Milano (merchandise sponsor) allocate £20k per year to this but we are looking to see this can go further. Scott Harper added the association had significantly changed the focus of that funding and want to better support the Marketing Manager in increasing sponsorship opportunities.

There followed a lengthy debate on the quality of the level 3 coaching qualification; the funding opportunities now that BG have removed this qualification; a Coach licence and online resourcing of coaching courses. Euan Lowe advised that most of what has just been discussed would be of great interest to our new Workforce Development Manager. Steve Paige urged the members to complete the online club and coach surveys to bring these concerns to the association.

Election of Any Directors: Board Appointments

Scott Harper advised the meeting that he cannot seek approval of the two Board vacancies as the AGM is not quorate.

Election of the Company's Auditors/Accountants

Henderson Loggie were recently appointed as SG's auditors on a three year fixed term contract subject to performance review.

Membership Fees for 2015-2016

Scott Harper advised the meeting that an EGM would have to be called if necessary to change future membership fees to allow any planned changes to be introduced well in advance of a membership year. However, this year we are aligning with the BG membership fee structure.

Any Other Competent Business

Vivien Gourlay asked that all discipline-specific TP minutes are uploaded to the SG website. Amanda Boucher added that she uploads the minutes to the DropBox website. Euan Lowe concluded that this will be reviewed and tightened up.

The AGM meeting closed 2.15 pm.

Present:	SG Board of Directors: Scott Harper, Keir Stewart, Adele Tolometti, Philip Langstaff, Oliver Barsby, Patricia Swan, Euan Lowe. SportsScotland representative: Lorna Callan.	
	SG Registered Clubs:	
	Aberdeen GC: Tommy McGill.	Allander GC: Jane McLaughlin, Margaret Zoma.
	Auchterarder GC: Fiona Cameron, S Murray	Beacon Boys GC: Tommy McGill.
	City of Edinburgh TC: Claire Noble.	City of Glasgow GC: Clare Logan.
	Dundee Discovery GC: Donna Doogan	Dunfermline Zodiak: Katrina Harper, Eleanor Knight.
	East Kilbride GC: Andy Youl	Hamilton GC: Wendy Lucas
	Irvine Bay GC: Amanda Boucher	JUMP GC: Debbi McPhee
	Kestrel Gymnastics: Vivien Gourlay	Lasswade GC: Neil Robertson
	Midlothian GC: Jane Edwards	Saltire TeamGym: Tracey Brown, Laura Campbell
	Salto GC: Pamela Bowie	West Lothian Artistic: Ruth Griffin
	West Lothian Rhythmic: Liz McNeill	
	Honorary Life Members:	Penny Kilbane, Beth Ferrier, Chris Rankin.
	Technical Panel Members:	Joan Foulner, Laura Jennings.
	SGA Staff:	Steve Paige, Christine Davies, Michael O'Donnell, Andrew Cassell, Andrew Webb.
Apologies:	SG Registered Clubs:	
	Dundee Discovery: Donna Crowther	East Kilbride GC: Nicky Youl
	Estrella's Display Team: Emily Turnbull	Falkirk School of Gymnastics: Robert Callahan
	Falkirk Infinity: Jean Callahan	Forres GC: Patsy Fraser-MacKenzie, Alison Martin
	Meadowbank GC: Jacqui Dunlop	Midlothian GC: Angie Edwardson
	Perth GC: Isabel Walton	Shetland GC: Julie Grant
	Tryst GC: Brian Paterson	West Lothian Artistic: John Campbell
	Honorary Life Members:	Marie Heath
	Individual Members:	Kevin Pringle
Proxy Votes:	Estrella's Display Team	Falkirk School of Gymnastics
	Meadowbank GC	Shetland GC
	Tiggers Trampoline Club	Honorary Life Member: Robert Callahan

Honorary Life Member: Jean Callahan