

**SCOTTISH GYMNASTICS ASSOCIATION**  
**NOTES OF ANNUAL GENERAL MEETING HELD**  
**VIRTUALLY VIA ZOOM**  
**ON SUNDAY, 19 SEPTEMBER 2021 AT 1:00 PM**



**Present and Proxy:** See list at end of the Minutes

**Apologies:** See list at end of the Minutes

**Minute taker:** Lara Gregson, Executive Officer, Scottish Gymnastics

Brian Ewing (Chair of Scottish Gymnastics) welcomed everyone to the AGM. He asked everyone to remain on mute unless speaking and use the raised hand option to ask any questions. The agenda and relevant papers were shared on the website in advance. The process for voting will be outlined by Lara Gregson in advance of the voting for each resolution and will have one vote per person present.

Brian advised that for the AGM to be quorate there was a current requirement for a minimum of 40 member Clubs, in addition to the Individual and Honorary Life Member Categories, to be present or to have submitted their vote by proxy i.e.

Membership Type	Total Votes as at 19 September 2021	25% requirement	Voting Members Attending	Votes by Proxy	Quorate Yes/No
Clubs (157) 2 Votes each	314	40	19	33	
Honorary Life Member	24	6	0	3	
Individual Member	9	3	7	1	
<b>Total</b>	<b>347</b>	<b>49</b>	<b>26</b>	<b>37</b>	<b>Yes</b>

The outcome is that this meeting is quorate, and resolutions can be considered. Minutes will be taken and once reviewed, uploaded to the Scottish Gymnastics website. A list of those present and apologies received is available at the end of these minutes.

### **Approval of Previous Minutes**

The AGM Minutes of 20 September 2020 had been previously circulated to members and the minutes were approved.

### **Chair's Update**

Brian welcomed everyone to the AGM. It's been an unprecedented year with 2020 the year that none of us could have ever imagined. The last 12/18 months have been the most challenging and unprecedented of our lives, facing up to the impact of the global coronavirus pandemic. Our thoughts and deepest sympathies go to our members who have suffered and been impacted by personal loss.

Just as it has affected almost every aspect of our lives, Covid-19 has had a profound and telling impact on our sport.

Despite its challenges, 2020 has also seen incredible collaboration across our sport with everyone working together in partnership and supporting each other throughout.

The Scottish Gymnastics community has responded in a way that only we can, reinforcing the strength and resilience of our members in tackling the challenges head-on to ensure our sport continued throughout the pandemic being creative and innovative in ensuring that activity continued throughout in living rooms, bedrooms, parks, gardens and an array of other 'venues' and making sure that we were best prepared and ready to move forward when the time arrived. The progress we have made is testament to the work of everyone involved. Your commitment, passion and love of our sport is unrivalled and for that we are truly grateful.

Brian took the opportunity to commend the staff of Scottish Gymnastics who have been exceptional in how they adapted and supported the organisation without which, Scottish Gymnastics and our members would have suffered irrevocably. Faced with extraordinary circumstances, their individual and collective sacrifice and effort should be commended. Brian thanked them for their outstanding commitment to supporting our community.

As we move on from the pandemic sport will have a key role in addressing the major issues facing society today - all of which have been accentuated by Covid - around physical and mental health, stress, isolation, and the wider societal impacts. Sport, we know can make an important and invaluable contribution in difficult times and will be an important element in supporting our recovery from the pandemic.

Gymnastics will have an important role to play in the recovery and we must look to seize the opportunities that arise. Gymnastics has a unique ability to introduce young people to the core movement skills which provide the platform for sports participation throughout life. These 'fundamental' skills are the bedrock and life skills for future participation and involvement in all sport - they provide young people with the confidence to take part and maximise the opportunities for activity, fun, and enjoyment through sport.

Like many of you, we have enjoyed the inspirational performances of our GB gymnasts and indeed the whole GB Olympic team at the recent Tokyo Olympics. Late night viewing became the norm as we marvelled at those athletes performing at the very pinnacle of their sport. We need to harness the passion, excitement and inspiration of the Games and use this to build our activity as our clubs once again return to full operation - harnessing this 'Olympic wave' will be crucial. We must also remember that these athletes started their journey at local 'club' level and only through the support of their community - the parents, coaches, volunteers, and support staff - were they able to aspire to the highest stage. This reinforces the value of your work and its contribution to the sport overall.

Athlete welfare and wellbeing - particularly in gymnastics - was also to the fore in Tokyo with USA gymnast Simone Biles particularly making the headlines.

As you are well aware gymnastics has faced a challenging year with well-publicised allegations of abuse impacting on the confidence and trust in our sport. Scottish Gymnastics was proactive in commissioning an independent review in December 2020 and we are indebted to Chris Smart and his team for their excellent work and providing a detailed and comprehensive report. In many ways Scottish Gymnastics has led the way in Scottish Sport in this area.

Scottish Gymnastics places athlete welfare and protection at the centre of everything we do. We are undertaking the phased implementation of the report recommendations and working tirelessly to develop a positive and supportive culture to protect and support our gymnasts, coaches, and volunteers. Doc will provide further update and detail on the progress of this work.

While addressing athlete welfare and wellbeing it is also important that we address the concerns around the negative culture that is perceived to affect all levels of our sport as a priority.

Our values and culture are designed to ensure we always deliver to the highest standards and quality and we will strive to rebuild the trust, confidence and respect in our sport. Brian wants to involve all stakeholders in creating a culture of trust with open communication, shared values and working together as the key components of improving our performance. Scottish

Gymnastics will lead the change, but success will only be achieved through everyone working together – because together we are stronger!

## CEO Update

Brian invited Doc McKelvey to provide his CEO update. Doc opened his update by saying we all know that the last year has been unusual, to say the least. Our annual report and finances tell the story of a year with no events, no education courses and clubs closed for the majority, if not the full year. However, interspersed throughout this information within our annual report are snippets from our 130 Recognition awards. Doc encouraged everyone to take a bit of time to flick through the stories of club success and community engagement.

It is this work from all involved in gymnastics that shines through over the last year. The effort from clubs, coaches, parents, gymnasts and the whole community to keep active and engaged. It has been a tough year for many both physically and mentally but without the work of everyone involved in gymnastics in Scotland it could have been much worse.

Focusing on the highlights from the last year that community spirit is undoubtedly number one however there are other items to highlight.

- Access to funding was the big worry at the start and with the support of the development team clubs accessed over £1.3m of resilience funding and navigated the sometimes-difficult world of government support schemes.
- The Step Forward Plan developed jointly between British Gymnastics, Welsh Gymnastics and Scottish Gymnastics provided gymnastics specific advice and guidance. We also developed posters and resources for clubs to utilise when they it was possible to reopen.
- Four clubs, moved into new facilities, something I actually never thought would happen during the pandemic, bringing the number of dedicated gymnastics facilities in Scotland to 70.
- We utilised the return to training for performance sport to ensure the gymnasts on the road to Birmingham 2022 could get back to training.
- We produced multiple versions of guidance and held countless conversations with **sportscotland** and government regarding this and the return for athletes on the road to Birmingham 2022.
- And of course, everything went online, including the AGM! Online activity included content from our brilliant basics programme, physical preparation, updates from GB squad gymnasts and gymnast ambassadors. Engagement across our various channels and newsletters also increased over the year.
- And finally, the independent safeguarding review as a highlight from the year.

We all know that there has been a focus on gymnastics from a safeguarding point of view. While the experiences of so many gymnasts across the globe have been anything but positive, including gymnasts in Scotland. Doc believes the review that was carried out by an independent expert team, into wellbeing and protection across the Scottish Gymnastics performance programmes was a positive approach to how we move forward.

Since the review we have developed an action plan to take forward the recommendations and work has commenced;

- The performance programme inductions have been updated and have involvement from our safeguarding team.
- Our Team Managers have attended updated training
- Codes of conduct have been reviewed and updated
- An updated feedback process following all performance sessions has been put in place
- Our safe recruitment policy has been updated and an updated safe recruitment workshop launched
- We have started work on a review of our minimum operating requirements and code of practice.
- And we are in the early stages of implementing a new case management system.

Key to all of this however has been the decision to recruit an experienced head of wellbeing and protection to lead this area across the organisation. We are delighted to say that Lindsey Booth has accepted the role and will start with us initially part time in October and full time from November. Lindsey comes with a wealth of experience as a **sportscotland** National Trainer, independent member of the British Cycling Case Management Group and was recently the only Scot to attend and complete the new Sport England backed Lead Safeguarding Officer in Sport development programme. Lindsey has worked for a number of years supporting various Scottish Governing Bodies and we are confident we have someone who will accelerate our work in this area and ensure it stays central to what we do going forward.

There have of course been challenges for us as an organisation and a business and Doc would like to thank sportscotland for their steadfast support over the last year. We have also made use of government schemes such as the job retention scheme to support our finances throughout this period.

Membership numbers reduced from a high of 32,000 in August 2019 to 28,510 in August 2020 and we finished the last membership year on 24,642 in August 2021. This was only to be expected given the lack of activity and club closures and membership declined as far as 20,772 at the end of the last financial year however Doc wanted to thank all those members who have supported not only Scottish gymnastics but clubs the length and breadth of the country.

Whilst 2021-22 continues to be a challenge there is much to look forward to. Clubs are open which is massive given the last year. Education courses are back up and running, Events are on the horizon, we have the launch of Rise Gymnastics, Progress against the review recommendations, a culture project that is kicking off and a Commonwealth Games next summer.

Everything always comes back to people though and in finishing there are many that Doc wanted to thank. Like everyone the staff at Scottish Gymnastics have also had a difficult year with many impacted by our use of furlough and unfortunately some leaving us, to staff past and present, thank you for all you do.

We made a change to our technical panels and some long serving members retired. Thank you all for the countless hours and years devoted to the sport in Scotland. Also, a thank you to the new technical committees who continue to work to navigate the place of events and programmes in a covid world, your support is very much appreciated.

To our partners, **sportscotland** and British Gymnastics for their support over the last year.

To the clubs, the coaches, the judges, the volunteers, the gymnasts and their parents. None of this is possible without you. Thank you for all you have done and continue to do for gymnastics in Scotland.

## Finance Update

Brian invited Zoe Frost (Finance Director) to present Scottish Gymnastics financial statements and accounts. Zoe shared on screen the financial statements for all to see. The accounts and annual report are on the Scottish Gymnastics website.

Zoe highlighted the income split of 62% grant income, which is mainly from **Sportscotland** and some from the job retention scheme, 35% comes from membership fees and 3% from commercial income like course fees and performance development programmes. It has been a tough year financially with income year on year down £870k. This is due to covid with events that did not go ahead and equated to income being down by £919k and was mainly covered by cost savings that supported these events of £733K. Membership income was also down £174k which is a 25% reduction and aligns to the membership figures mentioned by Doc. Job retention scheme was a positive impact.

Zoe shared the breakdown of costs with 33% gymnastics activity costs, 55% staff costs and 12% overheads. Year on year we are down £966k. £230k due to reduced staff costs of £105k which was due to furlough and some staff redundancies. There was also reduced admin expenditure.

The net position is a loss of £21, 600 which is around 1% income, the limited losses are thanks to the mitigation strategies of the team over the year. The budget had been hoping for a break even.

On the balance sheet there are minor movements in fixed assets like computer equipment. Our current assets increased by £23k this was made up of a decrease in debtors of £147k this is money owed to us and also a reduction in prepayments. Increase in cash of £176k via a loan from **Sportscotland** of £150k. Reserves are sitting at £360.4k which remains strong after the tough year we have been through.

Zoe asked if anyone had any questions. No questions were raised.

Brian extended his thanks to Zoe and Patricia McGill and more recently Simon Taaffe for all their work in managing the financial aspects of Scottish Gymnastics activity.

### **Annual membership fees**

Brian moved on to the resolution for the recommendation of the Board that there be no increase in membership fees for the forthcoming year 2021-22 was proposed. Members were invited to vote using the poll option within zoom.

Lara Gregson confirmed based on votes received at the meeting and by proxy, the resolution was approved.

### **Election of the Company's accountants / auditors**

Brian then proposed the resolution for the approval of Thompson Cooper as Company accountants and auditors for a further year. This followed a tender process to identify a new provider. Members were invited to vote using the poll option within zoom.

Lara confirmed based on votes received at the meeting and by proxy, the resolution was approved.

### **Consideration of any other Resolutions**

Brian then progressed to the five ordinary resolutions for consideration and approval.

Current directors' terms of office from some have come to an end. It's appropriate at this time to recognise the contribution of Wendy Lucas who has unfortunately stepped down and also Trish Swan who comes to an end following seven years as general director and lastly, Zoe Frost, finance director who is stepping down after six years in office. Brian thanked each of these individuals for their outstanding commitment to their roles and their invaluable contribution they have made to Scottish Gymnastics.

Replacements for each of these roles have been considered with details of the candidates included in the AGM papers including a biography of each person.

Following the recruitment process for Finance Director, the Board nominated David Johnson. As a qualified accountant, David comes with almost 40 years of accounting and finance experience as well as a great understanding of sports governing bodies having worked at Scottish Rugby and recently retired from Cricket Scotland where he was financial controller.

Members were invited to vote using the poll option within zoom. Lara confirmed based on votes received at the meeting and by proxy, the resolution was approved, and David was appointed as finance director.

Brian passed on his congratulations to David.

There were two nominations from the gymnastics community for the General Director roles to replace Wendy and Trish: Kerri McHale and Ruth Wilson.



For those of you involved in women's gymnastics competitions, Kerri will be a familiar face as she judges there. She is a qualified lawyer with 27 years' experience. She has two daughters who were women's competitive gymnasts before transitioning to acro gymnastics. As previous chair of a local network for gymnastics clubs, Kerri understands the type of challenges faced by clubs and the grass roots of the sport.

Members were invited to vote using the poll option within zoom. Lara confirmed based on votes received at the meeting and by proxy, the resolution was approved, and Kerri was elected as a general director.

Ruth Wilson is our other nomination for general director. Ruth is currently chair of the Rhythmic technical committee and has over 25 years' experience within the gymnastics community. Ruth also has over 10 years representative board experience with a focus on member communications and can see a real cross over between sport and business.

Members were invited to vote using the poll option within zoom. Lara confirmed based on votes received at the meeting and by proxy, the resolution was approved, and Ruth was elected as a general director.

Brian confirmed the last two resolutions related to the re-election of board members who have completed their first term of office.

Ian Chambers has completed his initial three-year term of office appointed in 2018. He has been passionate about team performance, continuous improvement and people fulfilling their potential. Ian has enjoyed his time on the board and included a time as interim chair in 2020. Brian looks forward to his continued involvement.

Members were invited to vote using the poll option within zoom. Lara confirmed based on votes received at the meeting and by proxy, the resolution was approved, and Ian was re-elected as a general director.

The final resolution is to re-elect Claire Bath who joined the board in 2020. Claire brings her extensive knowledge and experience in marketing, branding, engagement, and crisis communication as well as working with gymnastics clubs. Claire is looking forward to working with Scottish Gymnastics in its brand development, growth, and membership engagement.

Members were invited to vote using the poll option within zoom. Lara confirmed based on votes received at the meeting and by proxy, the resolution was approved, and Claire was re-appointed as a non-executive director.

Brian welcomed all the new directors to the board and looks forward to their valuable contribution.

The final special resolution was for the approval of the changes to the Articles. The board of Scottish Gymnastics is committed to the highest level of corporate governance and discharging its duties and responsibilities. The governance committee of the board agreed it was timely to review the governance structure of Scottish Gymnastics which reflected the development and evolution of the organisation since 2013 and the need to ensure our governance structures are fit for purposes.

The committee focussed on three areas of work and that was to review the articles, look at our policies and procedures and the monitoring and compliance of the UK anti-doping framework. The work is ongoing for this committee and today we bring forward some changes, particularly relating to article 15, around the board, its composition and its structure. A summary of the changes are on the website outlined in the paper included in the meeting papers with the key changes relate to the technical director (non Olympic) changing to a non executive director. The current technical director (Olympic) would change to technical director for technical matters across all disciplines. Lastly the terms of office for all board members changes to a three-year term with the option for a second three year term, The detailed rationale for each of those changes was presented in the notes, along with the revised articles of the association.

Brian proposed the special resolution that the amended articles are adopted as the articles of the association. Brian invited any questions. There were no questions or comments.

Brian invited members to vote using the poll option within zoom. Lara confirmed based on votes received at the meeting and by proxy, the resolution was approved.

Brian invited those attending to raise any matters of competent business. Nothing had been received in advance. Brian invited Doc to share details of an upcoming change.

Doc confirmed the change of the financial year to align with the membership year which will allow the membership to vote on any fee changes in a timely manner. The financial year will now run from 1 September to 31 August. Future AGMs will move to around February/ March, with the next AGM due in 2023. The intention is to hold an update meeting in March 2022.

There being no further business it fell to Brian to formally close the AGM. Before doing so Brian took this opportunity to extend his thanks to everyone attending today's meeting and for their ongoing support of Scottish Gymnastics, to Doc and the staff of Scottish Gymnastics for their outstanding commitment and work on behalf of the Scottish Gymnastics community.

Brian also thanked our strategic partners, in particular both sportscotland and British Gymnastics for their support throughout this challenging period. And to his colleagues on the Scottish Gymnastics Board for their time, commitment, and effort.

Finally, Brian thanked the gymnastics community; the gymnasts across the country, the parents, to our coaches, club officials and volunteers, who provide an invaluable contribution and make this sport happen. It's down to you that we have a sport and Brian commended everyone and urged all to continue to do so in moving forward.

As we move forward, we should be moving forward positively with excitement and enthusiasm and building the sport back again and bringing back again activity, getting the enjoyment, the fun and the laughter back in to the activity on a weekly basis. We have to be strong as we move forward and there are signs out of the pandemic that we are in a good place on which to build and a good platform on which to develop.

Thank you to everyone attending today, Brian wished everyone success in the year ahead and looks forward to actually maybe joining members at club events and at the competitions, hopefully in the coming year.

The meeting was closed at 2.04pm.

<b>Present:</b>	<b>SG Board of Directors:</b> Brian Ewing, Doc McKelvey, Ally White, Zoe Frost, Claire Bath, Ruth Wilson, David Johnson, Patricia Swan, Keir Stewart	
	<b>SG Registered Clubs:</b>	
	Allander GC	Auchterarder GC
	Avondale Acro GC	Beacon Rhythmic GC
	City of Edinburgh TC	DGC2K
	Dundonald GC	Dundee Discovery GC
	Dundee Gymnastics Club 2k	East Kilbride GC
	Fife Gymnastics Club	Edinburgh Uni GC
	Largs GC	Pentland GC
	Saltire Team Gymnastics	Sapphire GC
	Scorpio Gymnastics Club	Shetland GC
	Tryst GC	
	<b>Honorary Life Members:</b>	N/A
	<b>Technical Committee Members:</b>	N/A
	<b>SG Staff:</b>	Lara Gregson
	<b>sportScotland Staff:</b>	N/A
<b>Apologies:</b>	<b>Honorary Life Members:</b>	John Beeton, Jean Callahan, Robert Callahan, Marie Heath, Beth Ferrier
	<b>Individual Members:</b>	Ian Chambers, Wendy Lucas
<b>Proxy Votes:</b>	<b>Scottish Gymnastics Registered Clubs:</b>	
	Aberdeen Acro GC	ACE Gymnastics Perth
	Acrobay GC	Alloa Amateur GC
	Alvah Gymteam	Astro Gymnastics
	City of Glasgow GC	Donside GC
	Dumfries Y Gymnastics	Edinburgh Spirals
	Edinburgh Uni GC	Elevate GC
	Enigma GC	Falkirk School of Gymnastics
	Fife GC	Flair GC
	Flyers TC	Hamilton GC
	Ibex GC	Inverness GC
	Kilmarnock Acro GC	Kirkcaldy GC
	Lasswade GC	Lunar GC
	Meadowbank GC	North East Gymnastics Centre
	Pegasus GC	Phoenix (Forfar) GC
	Sparta TC	ViSta Gymnastics Academy
	West Dunbartonshire GC	West Lothian GC