

Board Meeting Summary

Held at Lilleshall National Sports & Conferencing Centre

24/25 January 2015

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| Present: | David Harrison | Chairman |
|  | David Sherratt | Chief Executive |
|  | Julie Ryan | Director – Development |
|  | Bob McGonigle | Director – Marketing |
|  | Bryan Woodcock | Director – Operations |
|  | Geoff Malyon | Director - England |
|  | Tony Nilsen | Director – Wales |
|  | Muriel Kirkwood | Director – Scotland |
|  | Chris Mortlock | Independent Director |
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| Apologies | Alan Willsher | Director – Northern Ireland |
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| In attendance: | Derrick Lovell | President |
|  | Susan Walford | Minute Taker |
|  | Sara Symington (in part) | Performance Director |
|  | Roger Moorland (in part) | Chairman, Performance Management Group |
|  | Ian Robinson (in part) | Renault-Nissan Consulting |

## Apologies

Apologies were received from the Director – Northern Ireland, Alan Willsher due to illness.

## Overview

This was once again a very full meeting with over 70 papers being presented to the meeting.

## Reports Received

Reports were received from the Chairman, Chief Executive (which included a number of departmental reports), the Audit Committee and Finance.

## Subjects Discussed

Items from within the reports discussed included the Archery GB logo obtaining a registered trademark **®,** public relations & communications and financial forecasts.

## Review of Policies, Procedures and Guidelines

The Health & Safety Policy, Anti-doping Policy Data Protection, IT and CCTV Policies and Brand Guidelines were considered.

## Board

Directors considered how they would like Board meetings to be structured once the Board moves to a strategic focus. Other items discussed were the options put forward by the Nominations Committee for electing the Board Chairman and a report on the appointment of Independent Directors. It also received a report on the application process for Elected Directors. The Terms of Reference for the Audit Committee and Performance Management Group were also discussed.

## AGM 2015

The Board reviewed the changes to the Articles to be put to the members at the 2015 AGM and the record of questions from the 2014 AGM relating to governance changes which will accompany the draft Minutes. Other matters to be put to the AGM which were considered and approved were: renumbering the M&As; Scrutineers Recommendations and the proposed increase in membership fees for 2015/16.

## Short Life Working Parties

Two SLWP have been set up to look at recommendations for a standardised Policy Framework and a Membership Review and updates were received from both parties.

## Finance

The Board was asked to consider the Archery GB Statutory Accounts for the year ended 30 September 2014 and these were approved. A proposal was also received to start work on consolidating a number of finance procedures into one document. Two funding requests carried over from the October 2014 Board which had been re-submitted, were also reviewed and approved.

## National Awards

Nominations for the appointment of new Honorary Life Members were received, as well as an update on recommendations for awarding National Awards at the AGM were submitted by the Awards Committee.

## International Representation

An update was received on progress with the current strategy and also on the work required in preparing the new strategy for 2015-17. In addition an update was received on the establishment of the International Representation Management Group.

## Business and Strategic Plans

The current Strategic Plan is being reviewed and once completed a revised Business Plan will be drawn up to deliver this and this will include updated reporting processes into the Board. A workshop was held with the Directors led by the consulting agency which has been recruited to assist with the review the Strategic Plan. A similar workshop had previously been held with the Operations Committee at its quarterly meeting.

## Next Meeting

The next scheduled Board meeting will take place on the 19 April 2015 at Lilleshall, following the AGM on 18 April 2015.

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| Description: C:\Users\bobmcg (other work)\Desktop\M&D 11-12\Brand\Conversions\Policies\GNAS logo colour - use after 2011.jpg | Archery GB is the trading name of the Grand National Archery Society, a company limited by guarantee no. 1342150 Registered in England. |