

ENGLISH SKI COUNCIL LTD

(t/a SNOWSPORT ENGLAND)

Minutes of a Board Meeting held by telephone conference
on Monday 5th July 2010 at 7.15pm

Present: Barry Spouge Chairman
 Jennifer Denning Finance Director
 Nigel Matthews Director
 Karen Richardson Director
 Peter Stratton Director

 Tim Fawke Chief Executive
 Peter Heath Company Secretary

Apologies: None

784 Declaration of Interests

No new interests reported.

785 Minutes

The minutes of the Board meeting held on 24th May 2010* were confirmed as a true and accurate record thereof and will be signed by the Chairman at the next meeting.

786 Matters Arising

777. IT Strategy: Stage one of the quotation from David Richardson was accepted for immediate implementation. This will provide a terminal server at the office, central data storage with back-up facilities, allowing initially internal and online access to the accounts.

777. The Board action log is still outstanding.

787 CEO Report – see written report

a) Active People Analysis

This continues to show a downward trend in participation levels. Tim to check how other sports are faring in the current financial climate. To be discussed at the Project Board meeting on Thursday.

Discipline registrations/renewals are on target, but coaching is still behind.

b) Membership Fees for 2011.

Performer fees were approved at the last meeting.

A proposal has been received from the Alpine Committee to allow Minis to enter any number of Club Nationals in their first year of racing without having to register with SSE. The Board agreed an alternative proposal to give free membership to Minis in their first year of registration – details to be clarified with ASC before implementation. This will allow them to enter races online and remove the need to manage multiple day registrations.

* inserted into the minute book for record purposes.

The Board agreed a £1 increase in each instructor/coach category.
Coaches' fees – agreed no change – note as Recommended Minimum Fees
Re-imburement of expenses – agreed no change

Affiliation Fees – Club fees have remained unchanged for three years, other members for at least five years. The Board agreed that a small annual increase is better than big steps every few years. Tim to circulate proposed increases just below inflation for approval by e-mail.

c) Proposal to BARSC

Tim tabled a proposal aimed at building a better relationship between BARSC and SSE for the overall benefit of the sport. The Board supported the proposal and gave approval for Tim to approach BARSC formally.

d) Coaching Conference 18/19th September

Tim asked if a Board member could attend on the Saturday. Nigel will attend on the Sunday.

e) Coaching Structure

Tim tabled a proposed Group Structure, part of which would replace the existing SSE Coaching Committee and Technical Panels.

Wales, Scotland, BASI and BSS have agreed to be represented on the UK Group, which will be supported by Sports Coach UK.

The England Group will be supported by Sport England and will receive an allocation from the current Sport England grant.

The Board gave their support for the proposal.

f) Online Payments System

Tim tabled a quotation for a bespoke computer system to process online entries for all SSE events – races, courses, conferences etc – including online payment direct to our HSBC online account. This is to replace the existing system which was developed free of charge by Stewart Smith five years ago and is now in need of replacement to cope with the increased requirements. Tim anticipated that most of the development cost could be covered by the SE grant, but annual maintenance and hosting costs would need to be funded internally.

It was suggested that a bespoke system could quickly become outdated and need ongoing development, which could be very expensive for a single user.

There are a number of online event management systems advertised on the internet (e.g. www.compete-at.com) – though some charge per transaction instead of a regular licence fee and may also be expensive.

It was agreed that Tim should research off-the-shelf options first and possibly seek independent professional advice.

g) Board Skills Matrix

An analysis of the skills noted by existing Board members showed areas where additional skills would be useful. SSE's Articles provide for a maximum of eight Directors, so the Board has the option to appoint up to three more Directors to serve up to the next AGM. Two people have expressed an interest and will be asked to submit a CV. The Board was keen to harness their interest, and one has already been invited onto one of the strategic review working groups

Tim to draft an advert for circulation to members and on the website inviting volunteers with the necessary skills to apply.

h) Club and Volunteer Awards

Tim reported that awards in the following categories are to be presented at the British Ski & Snowboard Show, NEC Birmingham on 30th October:

Competitive Club of the Year
Recreational Club of the Year
Volunteer of the Year
Young (age 13-25) Volunteer of the Year
Unsung Hero in Snowsports

Tim is seeking a celebrity to present the awards, and possibly to judge the nominations.

At this point, Barry left the meeting. At Barry's request, Peter Stratton chaired the rest of the meeting.

788 Strategic Plan 2011-2014

Seven strategic goals have been identified:

Participation; Profile; Access; Support; Facilities; Recognition; Partnerships

The Directors are each to lead a working group to consider one of the goals in more detail. Some group members are away, which is delaying the consultation process. In order to keep to the proposed timetable, it was agreed that a quorum of 75% attendance should be aimed for with others providing written input if necessary.

789 Finance and Admin

a) Management Accounts

The Board received summary P&L and Balance Sheet reports to 31st May. These show a surplus for the quarter.

Data is being entered into Sage, but the detailed report writing is still presenting a challenge. Jennifer is planning to analyse the six-month data in more detail to confirm that the reports are giving an accurate picture of the current position.

(Tim left the meeting at this point)

Jennifer reported progress on the procedural actions identified in the auditor's report.

b) Finance Committee. Minutes of the May meeting were received – no comment

790 Key Committees

Minutes of the following meetings were received:

Alpine – 21st March
ROTP – 14th March and 27th June
Freestyle – 7th June

Any comments or queries should be made to Tim or the KCL as appropriate

791 British Ski and Snowboard

Concern was expressed about the total lack of information regarding the proposed consultation process on the future structure of British skiing. Information was available for Alpine FIS Licence applications, but none has been issued for the other disciplines.

Tim was asked to keep the Board updated on any information that he receives.

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792 **AOB**

None

793 **Next Meetings**

Saturday 7th August at Hotel Ibis, Rugby

There being no further business, the meeting ended at 9.04pm