

# Welsh Triathlon Board Minutes

Welsh Triathlon Board Meeting		
19 <sup>th</sup> November 2016	Attendees: Paul Tanner (PT) Mike Battersby (MB) Llyr Roberts (LR) Jon Blakemore (JnB) Tom Roberts (TR) Joy Bringer (JB) Tom Overton (TO) Beverley Lewis (BL) Amy Jenner (AJ) John Bull (JBL)	
Chairman	Paul Tanner	
Note taker	Amy Jenner	
Apologies		
Chairman's Opening		
<p>The Board meeting of Welsh Triathlon was called to order at 13:15 on 19<sup>th</sup> November 2016 in Sport Wales by PT. PT welcomed JBL to the board meeting. PT said how successful the AGM was and thanked all involved</p>		
Conflicts of interest		
<p>TO and JB said about their work with Sport Wales MB said that he and AJ are being coached by Rich Brady the past Welsh Triathlon Performance Manager</p>		
Approval of minutes from 8 <sup>th</sup> June 2016		
<p>Minutes to be approved before the next board meeting in January and approval to be submitted to PT</p>		
Matters Arising not covered in this agenda		
<p>Board Members had trouble accessing their drobox files in the meeting TR said that in the last minutes he had mentioned a future RTO course he said this will be scheduled for 2017 TO asked how we could get more members to attend AGM. TR said that the turnout was reasonable. TR also said that the new official's management system launched 2 weeks ago. LR said it was good to listen to their thoughts and the highlight of the day was listening to Rob and Poppy talk about their triathlon experience. TR said it was the most positive AGM he had been to. PT suggested we send a survey to members to see what they want out of an AGM. MB said we need to do something to attract members.</p>		
Action Items	Person Responsible	Deadline
AJ to contact BTF for IT issues AJ to send an AGM survey in 2017	AJ AJ	ASAP Spring 2017
Financial Update: Information & Noting JnB		

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JnB said that the financial year ended 31<sup>st</sup> March 2016, and that the details are in drobox.  
 JnB asked if all board were happy for the accounts to be signed off.  
 Jnb said that BL and PT had put together a fantastic business case to get funding from Sport Wales for the Performance Centre.  
 TO asked if we were getting the right money from BTF for membership. BL said that Will Kirk is finding out the details.  
 PT commended Sarah Roberts' work towards the business plan.  
 A question was asked on how we can encourage membership.  
 BL said that we have ideas in place including a Christmas Campaign.  
 JnB asked if he could have the commitment from all board members that a 25% membership target year on year is a reasonable amount to agree on.  
 JnB said he would like a full day's strategy meeting before the season starts with full board attendance.  
 TO suggested that we involve the Development Sub Group in the strategy day.  
 LR asked if the new team get membership targets. BL said that they will.  
 JnB said that submission to Sport Wales will go in on 28<sup>th</sup> November and needed any board feedback by Monday 21<sup>st</sup> November by lunchtime.  
 JnB said for going forward we need a strategy day, TO suggested the strategy day be half a day led by the Development group.

Action Items	Person Responsible	Deadline
AJ to set an internal date for strategy day then put in doodle poll.	AJ	ASAP

## EO Report - Bullet Point Update

BL said about her proposal for a work, Car, the reason she had brought it to this meeting is Kay Simnett from BTF was ordering the cars.  
 BL entered back into the room to discuss the work contract for AJ

## Safeguarding, Equality and Diversity Update; BL

JB said could she have support of the safeguarding policy. And if a safeguarding issue was raised would all the board know what to do?  
 PT asked if all the board had seen the policy.  
 All board approved

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Date of Next Meeting		
<p>Wednesday 11<sup>th</sup> January 6pm -9pm Sport Wales</p> <p>PT said he takes full responsibility for there not being a meeting since June.</p>		
Action Items	Person Responsible	Deadline
AJ to send meeting invites for board Meeting	AJ	21-11-16
AOB		
<p>LR asked if the next HPO meeting is needed. JB said we need to go ahead with the meeting to look at the director role.</p> <p>MB said that articles need to go to AGM this time next year, he said we will talk about it at the next board meeting. It was suggested that Sue Holvey be invited to the board meeting in January</p>		
Action Items	Person Responsible	Deadline
AJ to send meeting invites for board Meeting (including Sue Holvey)	AJ	21-11-16
Chairman Close and Thankyou		
<p>Meeting was adjourned at 14:30 by Paul Tanner The next general meeting will be at 18:00 on 11th January 2017, Sport Wales</p> <p>Minutes submitted by: Amy Jenner</p>		