

# Welsh Triathlon Board Minutes

Welsh Triathlon Board Meeting	
16 <sup>th</sup> August 2017	Attendees: Paul Tanner (PT) Jon Blakemore (JnB) Beverley Lewis (BL) Owen Rodgers (OR) By Telephone: Tom Overton (TO)Llyr Roberts (LR)
Chairman	Paul Tanner
Minute taker	Beverley Lewis
Chairman's Opening	
<p>The special meeting of Welsh Triathlon was called to order at 20:00 on 16<sup>th</sup> August 2017 in Welsh Triathlon Office by PT.</p> <p><b>APOLOGIES</b> Mike Battersby, Joy Bringer, Tom Roberts, Marc Jenkins</p>	
Conflicts of interest / Risk Register	
No new Conflicts of interest Declared:	
Staff Contract	
BL Left the room	
Staff restructure	
<p>BL outlined the restructure proposal as provided in the document circulated to all board members prior to the meeting.</p> <p>There was a discussion around financials and the risk associated with the proposed restructure. The restructure of existing staff would remain within the current budget (and current expected growth in membership income) and the addition of the PT admin staff member would be covered by the strategic push on membership and other expected income streams.</p> <p>The Board unanimously approved the Option 3 with the promotion of AJ, advertisement of an Events Officer, Advertisement of a Participation Officer and PT Administrator.</p> <p>BL thanked the Board their confidence in her proposal</p>	
CWG Update	
PT updated the Board on the status of the CWG business case and said BL had moved ahead with necessary bookings which needed securing with CGW. PT would ask MJ and BL to present the Strategy and business considerations around the CWG at the next board meeting.	

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Commercial		
<p>BL presented the proposed partnership with Sporttape and answered the queries around product value and added value for membership. The Board approved the proposal</p> <p>BL updated the Board on the sponsors for the Mixed relay Trisuits and the Board agreed she should continue to get the best deal for the Organisation.</p>		
Action Items	Person Responsible	Deadline
<ol style="list-style-type: none"> <li>1. BL to Advertise the three positions from Option 3 and organize the change in contract for AJ</li> <li>2. BL to prepare presentation with MJ for Board meeting on the CWG</li> <li>3. BL to draft contract for Sporttape</li> <li>4. BL to secure deal for Mixed relay kit</li> </ol>		
Date of Next Meeting		
Scheduled for 13 <sup>th</sup> September		
Chairman Close and Thankyou		
Meeting was adjourned at 21:40 by Paul Tanner		
Minutes submitted by: Beverley Lewis		