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| Welsh Triathlon Board Meeting |
| 8th September 2021 | Attendees: Martin Kitchener (MK) Claire Lane (CL), Verity Cook (VC), Beverley Lewis (BL), Parul Patel (PP), Greg Garner (GG), Iwan Roberts (IR), Joy Bringer (JB), Kate Evans (KE), Simon Maguire (SGM), Kirsty Morgan (KM), Bethan Mitchell (BM) |
| Chair | MK  |
| Minute taker | VC |
| Chair’s Opening |
| Apologies: James Leavesley (JL) Welcome: MK formally welcomed Simon Maguire (Director of Governance) and Kirsty Morgan (Director of Communications) to the board. |
| Conflicts of interest / Risk Register |
| Conflicts of interest: NoneRisk – no new risks |
| Approval of minutes |
| Minutes from the last meeting: 14th July 2021 Approved. |
| Board reports |
| Safeguarding and Equality No new cases BM has been asked to sit on a BTF safeguarding panel. Previous outstanding actions*BL to request GLFW support for Article Review* – Support is ready for reviewing the articles through WSA.*Directors EOI for CWG tickets* – 3 directors took up the offer for tickets.*Look into the issues with Dropbox and explore other options* – BTF are moving to SharePoint. BL sent out the documents for this meeting via email *Directors to read the event permitting proposal* – PP feedback on the proposal and we have approved alignment. The implementation of the new proposal has been delayed until January 2022.Board reports taken as read.Financial updateIW noted that looking at the profit and loss we are in a healthy position at the moment. At the end of September, we will be at the half-year, which means we will have a better picture at the next board meeting with an updated forecast. SGM questioned how membership is renewed? Is it one time or annually? It is a rolling renewal year.JB queried the Sport Wales Coaching underspend, is it just science support down on spending or does it include coaches? Yes, it also includes coaches.LO is there a way to graph the churn in the membership graphs? It isn’t a straight line. IR yes, we can look at that. Welsh Political Landscape KE gave a presentation including:* Welsh political institutions
* Power devolved to the Welsh government
* How Wales is funded?
* What does it mean for us?
* Political parties and the number of seats
* Explained the ministers
* Welsh Government Annual Budget 2021/2022
* Challenges
* Opportunities

PP asked do we know if other sports have ever been successful in getting funding from either the health or education budget? KE explained Rugby had. KE suggested it is likely to be more successful getting money from those budgets by going to local authorities than on a national level. JB, Sport Wales is trying to work more closely with Health and Education. We also recommend that if you are doing work through schools, that it is organised through the LA's, as they can help coordinate support and requests. Fay Benningwood is our lead on Education while Lauren Carter Davies is on mat leave.Strategy Launch MK updated how well the strategy launch went, it was a success. We had a good amount of quality time with the minister about 45min. GG, IW, and MK joined in the open water session. KM confirmed it went well. BL it was a good day, we talked to the minister about everything from major events down to grassroots. MK thanked the staff team for all their hard work and KE for her guidance on the launch. Event updateBL updated on the World Paratriathlon Festival. The tender would go to UK Sport Board 15th September. Always aim high has announced they will do a 70.3 in Cardiff, this should have limited effect on Ironman which will be a part of the festival. BL is working on a legacy document for the festival for the whole weekend although disability sport will facilitate it the Para Sport festival.BL and GE attended the PTO Collins Cup event at Samorin, with a good look behind the scenes and the cost and logistics of delivery. There is interest in hosting a qualification race at the Celtic Manor and potential for the final.AGM BL asked how the board would like to host this year’s AGM? In-person/virtually? Weekend day suggested as the 6/7th November before the BTF AGM or the 10th November as a weekday. MK asked for Director feedback during the week. CL: Should we also be asking a few clubs/members what they want to? MK can we do a poll within the club forum? Agreed to consult membership.Commercial updateLO updated on conversations he and BL have had with a partner – discussions continue.The commercial committee at BTF are now aware of the new discussion but not of the brand.SGM: just so I am aware you are reaching out to a third party with our logo? LO, there are a lot of components to this including events, eCommerce, etc. MK we are offering a brand to align with the organisation.Subgroup proposal GLG has suggested Proposal 3. Three Committees of the Board in line with the strategic pillars of Success, Sustainability and Inclusion.MK asked if there are any comments PP suggested we do it for 6 months with a review. BL suggested a year as a trial which was agreed. BM asked have we had any thoughts on how the committees will be run, attendance and agenda, etc. MK, I think that will be the first meeting to decide the terms of reference, we don’t want to prescribe to each group.  |
| AOB |
| BL asked everyone to look at the roadmap to 100,000 membership road map and the technical proposal (Apollo 2) and feedback any comments to herPerformance coach interviews will be held tomorrow for the whole day CL asked about how we are dealing with the news of Nathan Ford's accident? BL we are talking to family, we are still waiting for the full investigation.KM there are a lot of clubs fundraising it has touched the community.SGM was the athlete insured? Yes, he was the family has the details. SGM is it a good example of making sure that members are insured? Board thanked KE for her involvement in Welsh Triathlon as a director as she steps down from her position. KE said please feel free to get in touch with anything I can help with. |
| Action Items  | **Responsibility** | **Deadline** |
| Directors to feedback on preferences for the AGM | All | 15th September |
| Put a poll in the club forum for preferences on the AGM | AJ/SM | 17th September |
| Look at the roadmap to 100,000 membership road map and the technical proposal (Apollo 2) and feedback any comments t | All | 15th September |
| Retention and churn to be captured in membership charts for finance report | IW/BL | Nov Board |
| Set Up Committees dates for the new three  | BL | Nov Board |
| Date of next meeting  |
| 10th November 2021 |
| Chair Close and Thank you  |