

MINUTES
SCOTTISH ARCHERY ASSOCIATION
BOARD MEETING
HELD ON
SATURDAY, 12 JANUARY 2019
AT SCOTTISH CURLING'S OFFICES, STRILING

Present

Board Members

Vincent Bryson, Chair
Moirra Taylor, Director of Coaching
Pip Tucknott, Director of Performance
Craig Lindsay, Finance Director
Judith McCleary, Independent Director
Victoria Barby, Director of Communications
Caroline Buchanan, Director with Responsibility for Safeguarding
Kevin Pringle, Independent Director
Bob Provan, Independent Director

Non-Board Members

Michael Mather, Chief Operating Officer
Alan Martin, Pathways Manager
Jacqui Dunlop, Administrator

1. WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting. Apologies were intimated on behalf of Laura Baxter.

The Chair explained that the purpose of the meeting was:

Introduction to the new board members
Overview of Strategic Objectives
Focus on Recent Success
Director Highlights
Portfolio Changes

2. BOARD INTROUCTIONS

The new Board Members introduced themselves and current Board members gave background to their roles.

3. OVERVIEW OF STRATEGIC OBJECTIVES

The presentation which the Chair and the Chief Operator Office had given to sportscotland as part of the midpoint review was shown and discussed.

4. SAFEGUARDING

Michael Mather updated the Board issues relating to Safeguarding. The Board discussed confidential matters relating to a disciplinary case. Bob Provan and Kevin Pringle had carried

out a review of procedures and agreed to produce a series of recommendations. (*Action Bob Provan and Kevin Pringle*)

5. PATHWAY MANAGER AND DEVELOPMENT MANAGER UPDATES

Alan Martin gave an overview of his role and the work which he and Laura Baxter, Club Development Officer, are carrying out. There was a discussion on Soft Archery and how those participating transition to Archery Clubs. It was noted that it is easy to identify children who have been through a soft archery course when they come along to a club and try it as they already have some basic skills. Victoria Barby suggested that there should be a transitional programme from soft archery to club archery. It was noted that it would be up to the recipient club to determine whether a person was capable.

Moira Taylor noted that the Boost archery programme devised by ArcheryGB could be used in this capacity. She had given this information to Coaches, including notes from Falkirk and Bannockburn, who were using the programme but only one Coach took up the offer. Alan Martin agreed to liaise with Laura Baxter to find examples which Clubs could use and look to see if there could be a formal "graduation" from Soft Archery. It was noted that this could be a badge scheme which some clubs are already using.

Victoria Barby suggested that the Boost programme could be highlighted at the next Coaching Conference.

Alan Martin noted that Judging will be a priority area to work on due to the number of judges stepping down.

sportscotland are seeking application for a Girls and Womens' Fund and Alan Martin and Laura Baxter will be meeting to discuss if Scottish Archery could put in application for this. One of the conditions is that a partner organisation needs to be involved in the project. The deadline for submissions is 25 January 2019.

Scottish Archery's investment application has to be submitted to sportscotland by 18 January and the six-month tracking information submitted by 4 February.

Michael Mather reported that ArcheryGB are now supporting Scottish Archery to ensure that all members are now joining Scottish Archery as well as ArcheryGB.

6. FINANCE

It was confirmed that the Finance email account has been transferred to Craig Baxter (finance@scottisharchery.org.uk); any queries on the budget should be sent to him. There is 10 weeks until the year end of 31 March. Michael Mather and Vincent Bryson will start to prepare the budget for 2019/2020 and this will be brought to the next Board meeting. (*Action Michael Mather/Vincent Bryson*)

7. COLLABORATION

Vincent Bryson noted that most Directors now have a Scottish Archery email account. It was agreed that Microsoft Teams would be used for closer collaboration between Directors. For wider discussions amongst sub-groups etc it was agreed that SLACK would be used. Alan

Martin reported that other communication methods such as Hive, are being used for performance and coaching groups.

8. AOCB

- a) Eastern Area – it was agreed that Alan Martin would facilitate the Eastern Area EGM. (*Action Alan Martin*)
- b) Records – as discussed at the AGM a meeting will take place to discuss the Scottish Records. It was noted that due to workload there has been a delay in Record claims being processed.
- c) Expenses – as the year end is approaching Directors were encouraged to submit their Expenses. Jacqui Dunlop agreed to circulate the Expenses forms. (*Action Jacqui Dunlop*)

9. 2019 MEETINGS

18 March – GoToMeeting

13 May – sportscotland's offices, Templeton, Glasgow

1 July – GoToMeeting

26 August – sportscotland's offices, Caledonia House, Edinburgh

21 October – GoToMeeting

23 November – AGM (Dewar's Centre, Perth - provisional)