

# BSSC AGM 2017 Minutes

Basingstoke Synchronised Skating Club

## Agenda

1. Welcome and Introductions
2. Apologies for Absence
3. Chair's Report
4. Financial Report
5. Creation of Direct Funding Sub-Committee
6. Election of Committee
7. AoB

The meeting was held on the 27<sup>th</sup> April 2017 at Planet Ice, Basingstoke.

## 1. Welcome and Introductions

As this was the inaugural AGM for the Basingstoke Ice Skating Club, Chris Fenlon (Ice Age) agreed to chair this AGM until the committee election.

The current committee was introduced to the meeting;

Chair	<b>Chris Fenlon</b>	<b>(CF)</b>
Treasurer	<b>Sharon Digweed</b>	<b>(SD)</b>
Team Manager	<b>June Piper</b>	<b>(JP)</b>
Kit Manager	<b>Julie Hammett</b>	<b>(JH)</b>
Safeguarding/Corporate Fundraising	<b>Ailsa Wiggans (not present)</b>	<b>(AW)</b>
Web and Media	<b>Paul McNeil</b>	<b>(PM)</b>

The club coaches were also present;

<b>Fiona Harris</b>	<b>(FH)</b>
<b>Nadia Smith</b>	<b>(NS)</b>
<b>Imogen Martin</b>	<b>(IM)</b>

A full list of attendees is appended to these minutes.

## 2. Apologies for Absence

Ailsa Wiggans sent her apologies as she was unable to attend.

## 3. Chair's Report

Chris Fenlon opened the AGM by outlining the timetable for the meeting and confirming the voting procedures for the election of the club committee. He then delivered the chair's report.

Over the past year the Synchronized Skating club have attended competitions in Cardiff, Lee Valley and Nottingham.

In Cardiff we achieved rankings of:

**Snowstorm** Elementary 3<sup>rd</sup> from 4

**Ice Angels** Preliminary 4<sup>th</sup> from 6

**Ice Sensation** Mixed Age 3<sup>rd</sup> from 5

**Ice Age** Adult 4<sup>th</sup> from 4

Only Ice Age competed at Lee Valley, where they achieved a personal best score.

**Ice Age** Adult 3<sup>rd</sup> from 3

At the British Championships in Nottingham we achieved:

**Snowstorm** Elementary 8<sup>th</sup> from 11

**Ice Angels** Preliminary 9<sup>th</sup> from 13

**Ice Sensation** Mixed Age 5<sup>th</sup> from 9

**Ice Age** Adult 11<sup>th</sup> from 11

We have organised two Gala performances at the rink and made changes to skating times.

We have also launched a new web site.

As a result of the fundraising activities the club has been able to purchase new competition outfits along with suitcases. We hope to raise enough funds next year to purchase competition outfits for at least one squad and practice kit if funds allow.

## 4. Financial Report

Sharon Digweed gave an overview of the club's financial activities over the year.

The club had maintained a "reasonable balance" for the previous year, with a net positive balance of £360 from approximately £46,000 income.

The following items accounted for the majority of expenditure:

- Coaching costs, including meetings and seminars
- Club affiliations, subscriptions and insurance (NISA etc)
- Ice time
- Competition costumes
- Off-Ice venue rental

Bank charges for the year were approximately £900. SD will investigate whether this can be reduced.

Miscellaneous income included a one-off payment from the closure of the Basingstoke Ice Skating Club.

In previous years, surpluses have been used to subsidise competition costs.

The club had lost 10 skaters over the past year with a reduction from 4 to 3 teams. This will affect income going forward. Fiona Harris emphasised the need to recruit new members.

The club maintains a separate account for money raised from direct fundraising activities, including the galas, cake sales, quiz nights, dinner dance, bag packing and the Easyfundraising discounting site.

It was pointed out that the fundraising for the last year appeared to show that costs exceeded money raised. This was not the case, as the outgoings value wrapped up direct costs incurred for fundraising activities, for example ice time rental for the galas, with money spent from the account to benefit the club. It was agreed

that future account summaries would itemise these elements separately to ensure that fundraising activities can be assessed for value-for-money.

Paul McNeil stated that the new website has a direct link to the club Easyfundraising page.

## 5. Direct Fundraising Sub-Committee

CF outlined the need to coordinate the club's direct fundraising activities. He proposed that the club set up a new sub-committee to fulfill this role with a mandate to coordinate fundraising events.

CF then opened up the meeting to discuss the approach and identify volunteers.

The scope of the sub-committee was clarified. Corporate fundraising (sponsorship and one-off gifts from companies) will not be part of the sub-committee's remit but will continue to be managed separately by Ailsa Wiggans.

The meeting also agreed that the nature of direct fundraising and the potential demands on time would be better served through a group rather than responsibility fall to a single person.

While the sub-committee would maintain oversight of activities and events, it would not be their sole responsibility to participate; all club members should be encouraged to volunteer their time where possible.

Greater use should be made of the website and club Facebook page to promote events.

The sub-committee would not have defined fundraising targets and its meetings would be organised as required. Members may be asked to report to the main club committee on an ad hoc basis and participate at future AGMs.

The following members/guardians volunteered to form the direct fundraising sub-committee:

**Wendy Baldwin** (WB)

**Steve Clarke** (SC)

**Alexandria Denny** (AD)

**Caron Kent** (CK)

**Ashleigh Lowin** (AL)

## 6. Election of Committee

CF stood down the serving committee and conducted the election of a new committee by show of hands.

CF was elected unopposed as club chairman.

All other serving committee members were re-elected unopposed.

## 7. AoB

Both CF and FH expressed disappointment that so few parents of skaters from Ice Angels and Snowstorm had attended the AGM and by the recent lack of engagement in club activities.

It was suggested that future AGMs could be run alongside a club event, such as a quiz night, to encourage people to attend.

## A. Actions

1	Sharon Digweed	In future financial summaries, separate direct costs of fundraising from other outgoings from the fundraising account.
2	Sharon Digweed	Investigate reducing banking charges.
3	WB, SC, AD, CK, AL	Arrange a startup meeting of the direct fundraising sub-committee.

## B AGM Attendee List

Wendy Baldwin

Ali Clarke

Alexandria Denny

Sharon Digweed

Pete Evans

Chris Fenlon

Julie Hammett

Fiona Harris

Mike Hatcher

Clare James

Caron Kent

Helen Leighs

Annemarie Little

Paul McNeil

Imogen Martin

June Piper

Nadia Smith