

**Aberdeenshire Sports Council
Development Committee Meeting Minutes
Tuesday 26 April 2011 – 7.00pm
Meldrum Academy**

Present: Albert Middler, Kenny Gibb, Gordon Ingram, Keith Leslie, Malcolm Hogg and Alasdhair Love

Apologies: Tracy McGarry, Rhona Lawrence and John Chapman

2. Future planning and Structure of Sports Council

At an Executive meeting in Maud on 6 April 2011 it was decided to restructure the Sports Council into Focus Groups and that business and development plans for each group would have to be written. It was decided that open discussion should take place at next Executive meeting for volunteers to form each group.

Concern was expressed at the problem we have at getting attendance at the current 2 committees.

3. Development

- a. Website – Requires to be tidied up and old and extraneous information removed. Suggested that admin access is acquired. Malcolm to discuss with I.T. Facebook pages are now up and running and are being used. Administration awarded to Kenny, Albert and Malcolm.
- b. Newsletter – To be issued by the end of June, electronically as far as possible in the first instance.
- c. ASC structure and constitution discussed and saw no need to rework constitution following restructuring. Constitution will have to be finalised and issued as a proposal to all members with notice of AGM. It was agreed to recommend quorum numbers to be 20% of current posts filled.
- d. Publicity – Seems to be working well with grant award photos and Awards night photos and reports making the press. As there is no longer a corporate agreement with Aberdeenshire Council we can contact the press direct in which case we need to build relationships especially with local press.
- e. Clubcap – Alasdhair reported that a recent Focus Sports Team meeting, Andy Miller and Fraser had suggested taking Clubcap in house. This was discussed in as much as ASC set up and paid for Clubcap documentation.
Refer to executive meeting.
Andy Miller was to purchase 500 memory sticks and we were to buy 200, have heard nothing although led to believe memory stick are in place.

Club accreditation spreadsheet requires to be update, advised that office was working on this.

With the current financial constraints we cannot afford the 3 free places on courses that we allocate to clubs on accreditation.

- f. Network Evening – This was arranged as a workshop on the new PVG system. Only 10 people attended including 3 executive members. The content of the evening was good with detailed explanation of the system. All information including legislation is available on the CRBS website. The low numbers on attendance may have been due to the date being so close to other meeting dates and the awards night. There was also conflicting information on notices regarding venue and times.
- g. Awards Evening – In John's absence the awards evening was discussed in brief. It was noted that 9 of the 12 action points from previous year had been met. However the raffle was still too big and took too long, over 100 prizes. Food and staff customer relationship were much improved. Kenny thanked everyone who helped on the day and in particular John who had chaired the organising committee.
- h. Patronage of Sport Scheme – Hannah Miley is to be our patron for the year 2011-2012.
The question of sponsor ship was discussed and it was suggested that we should target sponsors/companies by area using athletes from their particular area as a focus.
Also discussed the possibility of applying for cash back and sports match grants.

4 AOCB

Agenda for AGM should be discussed at next executive committee.

It was suggested and agreed that the standard of meeting advice notices and structure have slipped. Must be improved, with schedule of dates agreed.

Next meeting; Executive, Wednesday 4 May 2011 at 7.00pm Meldrum Academy