

**Minute of Executive Committee Meeting
Held on 17th March 2009 at Meldrum Academy, Oldmeldrum.**

Present:- , James Lessells, Alison Hodgson, Jim Conn, Fraser Govan, Gordon Ingram, , Lynn Walster, Gordon Greig, Kevin Davies, Keith Leslie, Andy Miller, Cllr Hazel Al Kawari and Kenny Gibb.

Prior to the meeting Andy Miller gave a presentation of the new website, it is hoped that this will be launched in the near future.

1. Apologies.

Apologies were received from Rhona Lawrence, John Wills, Cllr Ron McKail and Neil Ironside.

2. Meeting (28/1/09).

The minute of the previous meeting was accepted as a true record.

Proposed:- Gordon Ingram Seconded:- Gordon Greig

3. Matters Arising.

a). Sports Awards Evening – The evening’s programme was distributed. To date there have been 100 acceptances, final numbers to be 150 plus. Fraser asked for helpers to set up on the night to arrive at approx 5pm to 5.30pm. Gordon will be in charge of the raffle on the night, Alison will send all prizes, raffle books etc to Jim Conn.

Kenny is arranging the presentations, this year the photographer will be taking photos of winners as the awards are presented. She will also provide a disc with all the photos.

Skip 2 the Beat will be providing a 10 min display.

b). ClubCAP assessor training – Training held on 24th February with 18 people present for Aberdeen and Aberdeenshire. Kenny asked for a list of accredited clubs. Fraser reported that he and Keith will be contacting clubs who have received manuals to find out where they are in terms of applying for accreditation. (total of 56 clubs?)

Fraser stated that assessors should need 4 – 6 hours of preparation time, with 2 hours on site followed by 3 - 4 hours follow up/report writing time. A set fee of £100 per assessment was suggested. He also reported that most clubs did not require mentoring. The ClubCAP website will stand alone with a link from the ASC website. This is because ClubCAP operates outwith Aberdeenshire and so should be independent of ASC site.

Kenny was given confirmation that club’s already accredited with their NGB will be able to ‘fast track’ the process.

c). Sports Hall Athletics – Keith Leslie introduced himself as Aberdeenshire Council’s Sports Development Officer for the North of the County. He is also involved with the forum created from the Sports Hall athletics Open Day at Ellon. The forum now has a working budget, and are now involved in a fact finding exercise to identify coaches/facilities etc. He sees the forum as being fluid and flexible, with people coming and going with support as required. A clear way forward is envisaged from the programmes already developed through Dawn Davidson at primary schools.

Aberdeenshire already have an internal short-term working group on athletics.

Keith reported that the next meeting would be held in April where projects will be outlined, the forum will also need to prepare a constitution. Keith will be chairing this

meeting and will include Aberdeenshire Council updates on athletics programmes. Keith also asked for a representative from the Active Schools Co-ordinators (Secondary schools), Kevin reported that these posts will not be filled until June 2009 at the earliest. Funding - £3000 will be available from Aberdeenshire Council with a further £1000 from Aberdeenshire Sports Council. Dawn may be able to access other streams of funding, including from Awards for All.

d). Danish Gymnastic Performance Team – Andy ran through the programme for the Team's stay in Aberdeenshire. Bill Howatson, the Provost, will be hosting a reception for the Team on their last evening in Aberdeenshire, it was agreed that the invitations should be given to those helping throughout the weekend at the various facilities, including drivers, co-ordinators etc.

Jim Conn reported on the likely costs involved – team accommodation at RGU £2500?, transport £500 (to be divided up between Scottish areas). Aberdeen City to pay RGU costs on Sunday (including evening meal?). The income from ticket sales for the workshops and the display to go to Aberdeenshire Sports Council.

Jim will be keeping a check on the costs, and he anticipates a deficit of approximately £2500.

e). Garioch Gymnastics Club fast track project – Janine Lloyd is looking to use club coaches to visit schools early in the autumn term to identify potentially talented athletes in the Garioch area (P1 to P3). She requires funding to assist the identification process. It was agreed that Fraser contact Janine to ask for a specific proposal, and to invite her to the next Development Working Group meeting to discuss the details.

f). Sports Medicine Centre - Andy stated that he had been unable to arrange a meeting, but he hoped to do so before the next meeting. Items raised included a discount for Sportspass athletes, talks on injury prevention and Centres being set up in other areas.

4. Working Group Feedback.

Development Meeting.

Most items discussed by the group have already discussed at this meeting, with the exception of the logo. The reason for the change is the similarity between the ASC logo and that of Aberdeenshire Council (although the meeting did not feel that the similarity was sufficient to be confusing to anyone). Andy Miller has provided 4 logos from Aberdeenshire Council's design team, no of which were felt to be appropriate or representative of the Sports Council's activities.

It was suggested the Keith contact the design team to see if the current logo could be updated, with the aim of reflecting the current theme. The costs of this were discussed, and it was felt that if any costs were to be incurred than another way of designing a logo should be considered. A competition in the newsletter was discussed, but this could be a slow process. It was finally agreed that Lynn Walster's daughter be commissioned to create a range of 6 logo's for discussion at the next Development meeting, for a maximum cost of £250.

Finance Group.

Again most items already discussed with exception of the grants awards. James Lessells expressed his concern over the costs of the speaker at the Awards Evening as this had not been discussed at any of the previous meetings.

Kathy Yates (Active Schools Co-ordinator) will be re-submitting an application for the basketball project at various schools in Inverurie. She has also put in an application for funding for a running group within the schools, although Alison has no record of having received 2 applications.

It was agreed that Kevin to request that all Active Schools Co-ordinators ask their link clubs to submit grant applications, as a recent grant from a Co-ordinator was not recognised by a Club that was supposed to be involved in the school activities.

5. Aberdeenshire Council Feedback.

Kevin expressed the concerns of the Active Schools Co-ordinators over the comments made in the previous minute that Clubs are still not aware of the role of the Co-ordinators. He distributed a list of co-ordinator / Club links to emphasise the success of the initiative, explained the difficulties of contacting some clubs. On checking the previous minute it appears that there had been no suggestion of failure on the part of the Active School Co-ordinators, but that there remains an on-going need to promote the Co-ordinators to Clubs through the newsletter and website.

6. Grant Aid Applications.

A list of grants was distributed to members attending the meeting, and will be circulated with this minute.

It was also agreed to sponsor the Skipping event being organised by Susan MacIntosh (Active Schools Co-ordinator in Banff) for £25.

The grants were approved by Jim and seconded by Kenny.

7. Treasurers Report.

The treasurer's report was distributed to those attending the meeting (copies are available from the Secretary on request).

James reported that although the account currently indicates a £5000 surplus, this does not take into account the likely costs of the Sports Awards Evening or the Danish Gymnastics Team expenses.

Proposed – Kevin

Seconded – Gordon G.

8. SALSC and Grampian Coaching updates.

SALSC - The 2009 SALSC seminar was a 1 day event held on 28/2/09 at the Castle Hotel, Falkirk. Jim reported that good feedback had been received from delegates attending the seminar, although there were mixed reactions from ASC delegates.

9. Dates of Next Meetings.

AGM – to be held on Wednesday 6th May 2009 at the Stewarts Hall, Huntly at 7.30pm.

Working Group meetings-:

Finance – Monday 20th April 2009, 7pm Meldrum Academy.

Development – Tuesday 21st April 2009, 7pm Meldrum Academy.

Executive Committee Meeting – Wednesday 29th April 2009, 7pm Meldrum Academy.

10. AOCB.

a). Appointment of Secretary – it was agreed to include an advert for a new secretary in the next newsletter.

11. Correspondence.

A list of correspondence was distributed to members attending this meeting.