

**Minute of Executive Committee Meeting
Held on 28th January 2009 at Meldrum Academy, Oldmeldrum.**

Present:- , James Lessells, Alison Hodgson, Jim Conn, Tracey McGarry, Albert Middler, Fraser Govan, Gordon Ingram, Rhona Lawrence, Gordon Greig, Kevin Davies, Keith Leslie, Andy Miller, and Kenny Gibb.

1. Apologies.

Apologies were received from Lynn Walster, Alan Still, John Wills, Tim Stephen, Cllr Ron McKail and Cllr Hazel Al Kawari.

2. Meeting (9/12/08).

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

Proposed:- Jim Conn Seconded:- Tracey McGarry.

3. Matters Arising.

ClubCAP assessor training – it was agreed that a date needs to be arranged for assessor training, in addition to Aberdeenshire Council staff there are two members of the Executive Committee who have expressed an interest (Tracey McGarry and Gordon Ingram). It was suggested that Active School Co-ordinators would benefit from the Assessment training as it can be used to improve communication with clubs and schools, with the first phase of co-ordinators being the first to receive training. Fraser suggested that 24th February 2-5pm, he will arrange venue etc and notify interested parties.

Two clubs have applied for accreditation, Garioch Rugby Club and Sooyang Do (martial arts club).

4. Working Group Feedback.

Development Meeting.

Sports Hall Athletics – the Open Day on 18/1/09 has lead to a forum with 6-7 members. Jim reported that the meeting was well attended, and he felt a great enthusiasm from the professional officers and club reps. The first forum meeting will be held on 18th February 2009, and a major task will be to create an inventory of equipment and to assess what further items will be required. It will then be possible for the Sports Council to consider the amount funding that can be made available.

Kenny expressed his concern over the ongoing problem of communication between Active Schools Co-ordinators and Sports Clubs. It was evident at the Open Day that Clubs are still unaware of the role of Active Schools. It was agreed that the Sports Council should continue to promote Active Schools in the newsletter and Website.

Fraser reported that Dawn Davidson has arranged to have a meeting with Moira Cowie of Aberdeenshire College on 29/1/09.

Sports Awards – Kenny reported that sponsors have been sought, with the sponsorship costs now being £250 (from £200 in 2008). Sponsors include Bert MacIntosh (MacIntosh Plant), Thainstone Mart and Masson and Glennie. Bert MacIntosh may provide

scholarships as he did last year – Andy Miller will discuss this with him. Sponsors will receive 2 tickets, their name on the trophy, programme, certificates etc.

Kenny will be preparing a press release to remind nominees and sponsors of the closing date for nominations.

The selection group will meet on Tuesday 3rd March at 7pm at Meldrum Academy to discuss the nominations and select winners – members to include Kenny, James, Tracey, Fraser, Gordon G, Rhona and Alison, Jim to be reserve).

The menu will be a fork buffet as previously (cost £8.50 ph). Seating will be rearranged to ensure that the problems regarding speakers will not be repeated.

Fraser is having difficulties contacting David Florence (Olympic canoeist), if further attempts fail Scott Thompson was suggested as the speaker (Andy will email him if necessary).

Danish Gymnastics Performance Team – Kenny has arranged a meeting at Curl Aberdeen on 2/2/09 to discuss the tour. Attending will be Mike Seed, Janine Lloyd, Active Schools (City and Shire), Jim Conn, Tim Stephen and Caroline Walker. Aberdeen City Council have also been asked to send representatives. Kenny and Jim are contacting Maersk to discuss sponsorship.

Finance Group.

Notes on the Finance Group meeting were distributed and will be forwarded to members with this minute.

Grampian Coaching – Fraser to discuss scholarship funding with Jan, we also need information on recipients. He will also ask Jan to produce a plan for the coach database for all our grant recipients. The grant application forms will be altered to include a request coach details, including levels and names and addresses.

Additional funding – Sports Hall athletics to receive funding? It was decided to set aside funding for the forum according to perceived need ie after their meetings have calculated their budget.

Sports Pass – Andy reported that only 4 users are currently registered. Keith reported that the scheme had been established in 1998 but had never been reviewed or altered. Its benefits are still relevant. There have only ever been 38 users at the various levels. It will be necessary to go back to the Committee with costings regarding the number of athletes using which facilities on a weekly basis. Grampian Institute will be asked to consider their athletes, but athletes from minority sports will also need to be included. It will also be necessary to quantify athletes via their NGB's. Kenny suggested that the Sports council should discuss how to promote the Sports Pass through the newsletter, website and at the Awards Evening. It was agreed to include an article on Sports Pass in the next newsletter, content to be agreed by Keith and Kenny.

5. Sports Medicine Centre.

Andy Miller distributed a budget analysis handout to members attending the meeting. He stated that 130 – 150 patients attended per year. The patients are seen by one GP and 5 – 6 regular physios, all of whom see the benefit of specialising in sports injuries.

The centre has always been promoted in the Sports Directory, at the Garioch Sports Trust and with leaflets. There is now a need to re-promote the Centre to ensure that athletes are aware of the services it provides. Kenny highlighted the need for promotion as he is aware that many clubs are unaware of the Centre. It should therefore be highlighted in the newsletter and website. He also felt that a 10% discount to ClubCAP accredited clubs would also prove beneficial to both clubs and the centre. It was agreed that some form of discount should be introduced with either a discount on the session cost or the initial

session free. It was agreed that Kenny, Andy and Fraser meet to discuss the further promotion of the Centre and to investigate the possibility of setting others up throughout the area.

6. Aberdeenshire Council Feedback.

Andy expressed his concern over two articles in the recent newsletter. The first article highlighted the London Marathon, which Andy pointed out was the same weekend as Run Balmoral. However, Alison stated that Christine would not have been aware of this, and it would be doubtful if anyone proof-reading it would have picked up on it. If an article had been available for Run Balmoral club members would have had a choice of which event to attend. The second article was regarding the DGI / ISCA badminton events. Joan Prieur was concerned that the article made no mention of the involvement of Aberdeenshire Council and badminton club members in these events. It was agreed that in future any article relating to a sport with a sports specific officer would be forwarded to that officer for comments prior to inclusion in the newsletter. However, Alison pointed out that the print deadline for the newsletter was often tight, and so there would not be much time to wait for a response. Jim stated that he currently 'proof reads' the newsletter, but he would find it difficult to find time to take on editorial responsibility. Fraser was also happy to 'proof-read' the newsletter. Jim also expressed his concern over the small number of badminton clubs affiliated to the Sports Council, he requested that Joan Prieur be asked to push for more clubs to affiliate.

The next newsletters will be distributed in April (to include Sports Awards details), July and October.

7. Grant Aid Applications.

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

Andy reported that Grampian Special Olympics are being held in Leicestershire in July. The Grampian team are looking for funding. Kenny will contact the team to find details and Alison will find out the grant given in 2005.

The grants were approved by Kenny and seconded by Jim.

8. Treasurers Report.

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

Several outstanding items were evident in the budget ie Sports Injuries, Chris Anderson etc. Fraser will contact Chris Anderson Trust to request an invoice.

Alison to check the invoice for the directories against the original quote.

Alison to query the amount outstanding for post and photocopying.

It was felt that additional promotional items should be purchased along with new banners, ClubCAP leaflets etc. It was agreed that this should be discussed at the next Finance meeting and included on the next Executive Committee Agenda

Website – Andy reported that the Council will host the website for £100 pa, they will create new pages and make the site easier to navigate. The design is being formulated ready for Christine and Tracey to update. There will also be a map to identify clubs and search database. Grant forms will be available online and the directory can be live, with changes made immediately. The idea is to make it more user friendly.

Proposed – Jim Conn

Seconded – Kenny.

9. SALSC and Grampian Coaching updates.

SALSC

The 2009 SALSC seminar will be a 1 day event to be held on 28/2/09 at the Castle Hotel, Falkirk. Anyone interested in attending should contact Jim by 14/2/09.

Aberdeenshire will be hosting the SALSC Ladies Golf competition at Kintore Golf Club this year. The area curling competition has already been held in Aberdeen.

Grampian Coaching.

Kenny reported on a meeting he attended yesterday on the Volunteer Strategy. Ian Kennedy has stated that Jan Stander should not be involved in the Volunteer Strategy, This will require a re-vamp with the volunteer strategy being woven into the Grampian Coaching Strategy. The first draft should be ready at the end of this week, with consultation to follow. This report should also be available for the next committee meeting.

The UK Coaching Summit will be held this year in Glasgow – further details will be distributed when they become available.

10. Dates of Next Meetings.

Working Group meetings-:

Finance – 9th March 2009, 7pm Meldrum Academy.

Development – 10th March 2009, 7pm Meldrum Academy.

Executive Committee Meeting – 17th March 2009, 7pm Meldrum Academy.

11. AOCB.

a). James mentioned that Cllr Ron Mackail had stated that he knew someone who would be able to review the annual accounts prior to the AGM. Jim will ring Ron to discuss this.

B). Run Balmoral will be held on 25th April 2009. Andy reported that the 10k race is half full already, with the other races having a slower response. There are also 40% of the entries for the specialist wheelchairs race.

C). Football – Scotland North Region have made two appointments – Mark Slater (he will work with football clubs to help them through the Quality Mark Scheme, he will therefore be linked with ClubCAP), and Claire Garrett (girls football). Girls football is also moving into summer football, already two clubs (Stonehaven and Deeside) are only playing in the summer.

12. Correspondence.

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