

CAMANACHD ASSOCIATION BOARD MEETING
TIME: 6PM - CONFERENCE CALL - TEAMS
Minutes of Meeting 23.11.22 *

Present

Attending	Apologies	Conflict of Interests Declared
1. Steven MacKenzie (SM) President		Beaully, Aberdeen University
2. Daniel Palombo (DP) Treasurer		Inverness
3. John Finlayson (JF) Communications & Facilities	Apologies	Skye
4. Burton Morrison (BM) Competitions		GMA
5. Willie MacDonald (WM) Youth		Fort William
6. Lyndsay Bradley (LB) Equality		Ardnamurchan, WCA
7. Roddy McCuish (RM) Culture & Heritage		Macaulay Association
8. Kirsty Deans (KD) Volunteering & Safeguarding		Badenoch Ladies
9. John MacRitchie (JMR) Officials	Apologies	Lovat Shinty Club
10. John MacKenzie (JMK) Chieftain		Newtonmore, Shinty Memories
11. Richard Gall (RG) Vice Chieftain		Fort William
12. Sarah Birrell (SB) sportscotland	Apologies	NA
13. Derek Keir (DK) CEO	Apologies	Staff
14. Lisa MacColl (LM) WCA President	Apologies	WCA, Aberdour

In attendance:

Ronald Ross, NDM and Child Protection Manager (RR) – Item 1-1.2

Aarron Duncan-Macleod, Marketing & Comm Officer (ADM) - Items 1-1.2 and 2.1.1

1. WELCOME

1.1 Apologies

SM welcomed everyone to the meeting. Apologies were noted as above (see table).

SM advised that RR and AM were joining them for UKAD and the helmet AGM resolutions. He said they'd go to RR first to avoid him having to wait.

1.2 UK Anti-Doping

RR provided an update on UK Anti-Doping, noting he had a few meetings with UKAD and the CAs activities were in line with their education strategy. An education workshop for players and club leaders will be held in early 2023 and will focus on support available for players and clubs.

Following the Board's decision to enroll in their in-competition testing programme UKAD anti-doping testers will conduct random testing during the 2023 season. A urine sample will be taken for processing with the turnaround time 4-6 weeks. The games selected will be decided by the UKAD testers and the CA have no influence over that, but can influence when in the season the tests take place. The Board previously agreed to [REDACTED] tests, and the cost per test was noted [REDACTED].

As it is in competition the testing has to be done on a Saturday. Some clubs have already decided to implement their own in-club testing regimes, testing on a weekly basis, due [REDACTED]. If a member of CA tests positive, the sanction is imposed by UKAD with different sanctions for different drugs, including recreational.

SM noted that the costs were more than anticipated and suggested that the costs be [REDACTED] reviewed in the budget for 2023 to see if this was affordable. He also asked RR to discuss the suggested games for testing. (*Action DK, DP, RR*)

SM thanks RR for attending.

1.3 Conflicts of Interest

There were no conflicts of interest noted on the Agenda.

1.4 Minutes of Previous Meeting

SM asked if there were any amendments to the minutes of 28 September 2022. None were noted so SM asked for the minutes to be adopted.

- Proposed - WM
- Seconded - BM

SM noted the redactions and asked for these to be adopted unless there were any changes.

- Proposed - WM
- Seconded - BM

1.5 Bereavements

The President and Board recorded their condolences for the following bereavements:

- Liz Buchanan (formerly MacInnes, Nee Gillies) (Shinty Yearbook, Camanachd Association Vice-President and Inverness)
- Alan Macdonald (Fort Augustus and Lochaber)
- Edith Russell (Newtonmore)

SM confirmed the bereavements which would be read at the forthcoming AGM.

1.6 Matters Arising

SM noted that the matters arising section had evolved into the minutes from the previous meeting. He explained that they should actually be for any correspondence or important matters that need discussed since the last meeting. The actions carried forward would be summarized at the end of the minutes allowing them to be reviewed immediately after the adoption of the previous minutes.

Actions Carried Forward from the Previous Meeting

- Body cameras; LB advised a trial had taken place. JM to continue the trial. c/f
- Yearbook update – the draft copy is with Astie Cameron for final proofing. COMPLETE
- KD added that the support packs for the meeting were being finalised. LB noted that Nicki Grant was leaving so it would be a good time to meet her before she left so the pack could be incorporated into the plans for this year. KD noted this was still to be arranged. c/f
- LB/JM to discuss helmets being worn by goal judges with the CRA. JM to progress. c/f
- RBS Sponsorship: end of [REDACTED] agreement, touch base with them. DK to pick up and feedback. DK met with [REDACTED] from the Royal Bank and had agreed a new deal. The contract was with RBS. COMPLETE
- DP and Deborah MacPherson to arrange sage cloud alternative to current cost of accounts. c/f
- Gaelic Post going to interview. c/f Ruth Gordon was the successful candidate. COMPLETE

Womens Development Officer – LB updated Board that this position had been filled. The candidate will work from the central belt but will also cover part of Argyll and Bute. It is a part time position with the successful candidate also working part-time for Scottish Squash.

- KD / RR to create an anti-doping montage. c/f
- UHI – foundation coaching for student teachers at Badaguish pushed back to March. DK to update. c/f
- Review committee and sub-committee composition for Equality and Diversity. LB to progress. c/f
- DK to update on a [REDACTED] the Camanachd Cup because of its fragility. c/f
- DK to forward the final helmet report from the Sports Technology Institute from Loughborough University for Board Approval. Done. COMPLETE
- DK to work with UKAD to arrange [REDACTED] randomised tests for season 2023.
- DP to confirm end of year forecasts for the November Board meeting. DP will cover under Finance. COMPLETE
- DP had still to satisfy himself that the process and system worked for the Association as well as the clubs. The Board agreed unanimously for DP to decide on the extension of the trial on their behalf. DP will cover under Finance. COMPLETE
- SM asked if a second Drugs & Alcohol workshop could be added into the calendar, along with a Sexism [REDACTED] event. KD said she would look at this. c/f

1.6.1 Staffing Update

SM reported that Alison Thomson, Regional Development Officer – East had resigned.

1.6.2 Annual General Meeting

SM reported that the proxy summary had been circulated. The helmet age-limit resolution would likely be passed. RM noted that he would abstain from voting (due to conflict) to decide how the Macaulay Association would vote as he was uncomfortable given the fact the resolution came from the Board.

SM continued that the Resolution for all players in shinty to wear a helmet was on a knife-edge as it was a high bar to get the helmet vote through, although there had been consultation with the Clubs on this. The Faceguard vote is not quite as close, and it will depend who votes on the night and attends the AGM. If the vote for all players to wear a helmet does not pass, SM will withdraw the vote on the Faceguard.

BM noted that DK's letter to the clubs together with the PowerPoint presentation ensured that Clubs had the information required, and the voting structure had also been explained. SM noted that he'd spoken to DK prior to the meeting and DK had suggested the Board might consider exploring how to make helmets mandatory if it did not pass at the AGM. RG asked which byelaw helmets came under. SM confirmed that it was byelaw 1.4.4 and as such required 75% of the voting strength of the AGM to pass. He assumed that DK wanted to explore legal options for health and safety but SM advised the Board, that he was not in favour of that personally. The Board agreed that if the vote was not favorable then no further action would be taken until the next AGM as the CA is a member led organisation.

SM noted that there was also a resolution to allow the AGM to be held in the last week of November rather than the last Friday. This was to allow the AGM to tie in with the Awards Evening if there was not an International in Scotland to link it with. However, SM noted that the recent MOWI Awards Evening was a success, the sponsors appreciated it and it may be repeated next year. It is likely that the Awards Evening will not be held with the AGM next year, but that is yet to be decided, so it is hoped that the motion will pass to give us the option.

SM continued that there were a couple of typos which had been picked up, one has been changed on the proxy form, but the resolution to change the AGM was for the whole of November, so the CA had submitted a counter-resolution on this as it was not what was agreed at the September Board.

SM noted the remaining items for the AGM Agenda. Referee match fees to be increased to £40 should pass, there were no increases to subscriptions and the appointment of Directors shouldn't be an issue.

SM explained how the AGM would be run as it was a hybrid system which was being used. The Board will meet at 5.00 pm at the Highland Cinema ahead of the AGM. Following the AGM there will be a Plenary session with Scottish Counselling Services, who will partner with CA over the next few years, every club will be offered access to mental health services

and then there will be a discussion on the competition structure and season length if it is not raised at the formal AGM.

1.6.3 Risk Register

Duty of Care for Competitions – SM said he'd carry forward the action for DK to provide an update on the Duty of Care for Competitions. (*Action DK*)

2. DIRECTORS' REPORTS

2.1 Finance – Budget 2022 – DP circulated the Finance Reports and noted that there was forecast income of almost £655,000 and in September it was £614,000 so an increase of £40,000 on what was previously forecast. Expenditure is currently looking at £630,000 and it was £611,000 at the last board meeting, an increase of £19,000. There is therefore a surplus of £4,500 against £2,000 in September. However, there is an error in the forecasts, due to some membership income being duplicated, which gives an overstatement of £5,200 of income so that will wipe out the surplus that is projected and give a small deficit.

DP provided an update on the main areas of activity since the last meeting.

Income of £635,000 includes:

- Services to Club income was forecast at £92,000 and was just under £91,000.
- Sales have gone up by £700 to £5,961.
- Membership Fees increased by £7,000 but there is a correction of £5,000, which leaves an increase of £2,000 from the last meeting.
- Development has increased by £800.
- Competition income was shown as £40,297, and in September was just under £34,000 and this increase is mainly due to the Camanachd Cup.
- There is an increase in Grant income, which is currently shown as £228,000 but this may reduce as some of this funding is linked to the next financial year.
- Sponsorship and donations have increased by £9,000 to £157,000

Expenditure

- Services to club expenditure has gone up from £71,500 to £75,000 which is mainly insurance.
- Coach and Official Education has increased by £400.
- Competitions has increased to £60,782 from £55,000 which is related to the Camanachd Cup
- Shinty Recovery Budget was forecast to be £31,500 but was £25,000 and this was due to not incorporating the Milgavie and Bearsden donation. There is an assumption that it will be spent by the year end but if not, it will be rolled over.
- Staffing has gone up [REDACTED] due to salary cost increases and training and development.

DP reported that a small deficit is forecast rather than that a surplus of £4,500 but there is scope if some of the costs are not incurred, especially in the Shinty Recovery Budget, which will mean that there will be a surplus.

The bank balance is healthy at £380,000 and there are debtors of £57,000 which is mainly due to invoices which have been raised recently.

For de minimis VAT purposes CA is currently at £6,900 with the threshold of £7,500 required for paying VAT. DP does expect to go over the threshold over the last quarter of the year

but this has already been budgeted for.

RG questioned the figure of [REDACTED] relating to helmets and questioned whether another supplier might have been cheaper. SM suggested that RG pick this up direct with DK and that as Vice-Chieftain he was an observer at Board. RG replied that he could get someone else from his club to ask the question at the AGM. SM pointed out that the 2022 accounts would not be discussed at the AGM as it would be the 2021 accounts that would be approved. He also reminded RG that the issues discussed at Board were confidential. RM asked that the [REDACTED] be clarified ahead of the AGM and DP agreed to liaise with DK on a breakdown of the figure. (Action DP)

SM noted that there is quite a bit of expenditure due to come in against the actuals and DP noted that the total expenditure figure was not correct as there was an error in the formula and agreed to check and recirculate. (Action DP)

SM asked if we go over de minimis VAT costs and generate a profit do we pay corporation tax on it? DP noted that corporation tax is paid on the trading profit, the grants etc are for specific expenditure for salaries, so classed as non-trading. The trading is the Camanachd Cup, anything which CA sells, sponsorship monies etc. So the income and expenditure of these are looked at and a proportion of overhead costs are allocated. DP noted that you could have a loss in the accounts and still have a trading profit and still pay tax. Last year CA paid tax [REDACTED], and there will be tax to pay this year, but possibly not at the level of last year. There is a provision for £9000 of corporation tax in the accounts, but that is a worst-case scenario.

SM noted that the CA's income was back to pre-covid levels of £600,000. DP noted that income is the highest it has ever been. The membership income has increased from the previous year and above 2019 levels mainly due to the increase in fees rather than the numbers. A lot of reserves have also been built up over the last few years and the CA is in a strong financial position.

2.1.1 Extension of New Membership Model – DP reported that he is still working on the model and a paper had been circulated to the Finance Committee. Glenurquhart have been piloting the scheme and found it to be helpful, as it was easier to collect monies from players. They also used all the other functions available and were able to collect more details on their members. They were very positive about it, and now have 100% of their members paid up. DK and ADM both have fed back that they thought it was working as a benefit to both CA and the Club and part of this rationale was that it was able to capture equality data which is required by sportscotland.

DP noted that from a financial point of view it was not working as well as he hoped. There were some issues in reconciliation to SAGE and two years down the line this has not been resolved. If every club used the system, it would be a big challenge for CA, although it was understood that GoMembership are working on a method for it to connect with SAGE which may make things easier. There were also issues last year with players paying their membership fees in instalments, however this has not been offered this year as it was incredibly difficult to manage, and it would not be offered if Clubs were using GoMembership for affiliation.

DP expressed some concern regarding the costs involved in the system and these mainly related to the bank charges of 3.6% per transaction which would add [REDACTED]. If Clubs also wanted to use it to collect their fees they would have to pay £125 to Go Membership and also pay the bank charges. DK had previously suggested that CA could pay [REDACTED] which could result in a potential overall cost to CA [REDACTED].

SM asked whether a different membership system should be explored but DP explained that it was not the membership system but rather the bank fees associated with stripe. These costs would be similar across all systems, and the staff were happy with GoMembership.

It was noted that one Club was not an extensive trial and DP suggested that next year there should be a pilot of 5 additional clubs. It was also suggested that Clubs may be happy with their own systems and that any roll out to Clubs would not be mandatory. It was agreed that it would be useful for Glenurquhart to give a demonstration on what the system offers from Club perspective and what the benefits are.

JM asked if the system is just for players or a whole club and it was confirmed that it is for the whole Club, ADM explained that Glenurquhart have a supporter category and they can also sign up on the system. This means that everyone involved with the Club can be communicated with and the club has everyone's contact detail.

SM explained that from CA's point of view one of the main benefits would be having everyone's contact details and also to capture the equality data.

ADM explained that from a staff point of view he deals with the membership side, and not the financial side which is being looked at separately by DP. He noted that there will be clubs for which the GoMembership system works for and for others it will not, and that it should be rolled out to clubs on an individual basis.

SM thanked ADM for attending, ADM left the meeting.

SM summarized that notwithstanding the financial implications, there are upsides to GoMembership for Clubs. SM asked DP if he thought we should call a halt to the trial and cut our losses, continue with just Glenurquhart for another year or expand it. DP replied that he thought it should be expanded but on a manageable basis. SM said there was no intention to roll out to all clubs and asked DP how many he'd suggest. DP said maybe about five. The Board agreed to the expansion of the pilot to Glenurquhart plus five additional clubs.

2.2 Women and Girls Shinty 2024 – SM suggested this be carried forward until DK was in attendance. *(Action DK)*

2.3 Competitions – BM noted that the only outstanding fixture is the relegation match for the North Division 1 and when this is completed the Division will reduce to ten teams. The Competitions Committee have worked well this year, meeting at least once a month and there has been great commitment from the members. The Competitions Committee were thanked for their hard work over the year.

- 2.4 Volunteering and Safeguarding – KD reported that the filming for the Schools Pack has been completed and the editing will now take place
3. **AOCB**
- 3.1 BBC – SM reported that DK met with the BBC and there is a recognition of the problems that Sunday Shinty can cause. The indications are that they intend the same level of coverage in 2023 although if this will include Sundays has not been decided yet. SM noted that DK would keep the Board updated on progress
- 3.2 GAA – SM reported that contact had been made with the GAA and it is looking positive for an international in Ireland next year, with teams at both seniors and U21. The details have still to be firmed up but DK will keep the Board updated.
- 3.3 National Indoor Six a-Sides – RM noted concerns that the six asides have been moved to a Friday. He explained that this would cause issues for schools’ teams, transportation and asked what the rationale was for moving it from a Saturday to a Friday. WM agreed to raise with RR and report back. (*Action WM*)
- 3.4 Vote of Thanks – JMK noted that this was the last Board meeting of the year and a tremendous amount of work had been done by many, especially by the voluntary Board who deserved a lot of recognition on the running of the CA. He expressed congratulations to all Board members and wished success for the forth coming AGM and hoped everything was achieved and the game continues to move forward. He noted that the CA had got through the challenges of COVID and looked forward to easier times and was honoured to be the Chieftain of the Association.
- 3.5 Board- SM expressed thanks on behalf of the staff, volunteers and the Board to WM for his six years on the Board, he had been a valuable member of the Board. JMK thanked the Board and noted that he would be available to support the Board until the position had been filled.

Actions Carried Forward *

Who	Action	Date
JM	Body Camera Trial update c/f	Next Meeting
KD	Support Packs Update c/f	Next Meeting
JM	Helmets for Goal Judges Update c/f	Next Meeting
DP	Sage Cloud Update c/f	Next Meeting
ADM	Anti-Doping Montage uploaded to Social Media c/f	Next Meeting
DK	UHI teaching graduates coaching course c/f	Next Meeting
LB	Review Equality Committee and Sub-Committee c/f	Next Meeting
DK	Crowdfunder for Camanachd Cup replacement c/f	Next Meeting
KD	Workshops for Calendar c/f	Next Meeting
DK/DP	Consider budget implications for UKAD Testing	Next Meeting
DK/RR	Proposal for Games to target for UKAD Testing	Next Meeting
DK	Duty of Care for Competitions – Risk Register Update	Next Meeting
DP	Get breakdown of Helmets figure in accounts	Next Meeting
DP	Correct Expenditure formula and recirculate accounts	Next Meeting
DK	Women and Girls Shinty 2024 Update	Next Meeting
WM	Raise with RR why Indoor Six-aside moved to Friday	Next Meeting

