



BSUK LTD BOARD MEETING MINUTES

Sunday, 7 February 2016 12:00 – 16:00

Our Vision

Played in every park.

Our Mission

Increase participation in baseball and softball in the UK by:

- Providing an enjoyable experience
- Improving performance
- Building a quality infrastructure
- Raising profile

	Sun 7 Feb 2016	Mon 11 Apr 2016	Mon 6 June 2016	Mon 25 Jul 2016	Sun 25 Sep 2016	Sun 20 Nov 2016	Sun 20 Nov 2016	
MEETING NUMBER	#53	#54	#55	#56	#57	AGM	#58	
TIME	12:00-16:00	18:00-20:00	18:00-20:00	18:00-20:00	12:00-16:00	12:00-12:30	12:30-16:00	
LOCATION	W1T 4QJ	W1T 4QJ	W1T 4QJ	W1T 4QJ	W1T 4QJ	W1T 4QJ	W1T 4QJ	
John Walmsley, Chair	YES							
Stella Ackrell, BSF	YES (phone)							
Mike Jennings, BSF	YES							
Position Vacant, BSF								
Earl Dix, BBF	YES (until 2pm)							
Cody Cain, BBF	APOLS							
Gerry Perez, BBF	YES							
Cate Gillingwater, IND	YES							
Chris Greenhalgh, IND	YES							
Andrew Bird, IND	YES							
Jon Deacon, IND	APOLS							
Robyn Boparai, IND	APOLS							
John Boyd, BSUK	YES							
Jenny Fromer, BSUK	YES (until 2:45pm)							

Guests								
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Minutes	Tim Stride							
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MEETING MINUTES – 7 FEBRUARY 2016

53.1 Attendees, Apologies and Introductions

a Welcome

b Executive Action Committee

c Apologies for absence.

Jon Deacon, Cody Cain, Robyn Boparai.

d Declaration of interest in any matter to be discussed at the meeting

None.

e Items that directors wish to raise, not elsewhere on the agenda

None.

53.2 Minutes from Last Meeting and Delegated Decisions

a Approval of the minutes of board meeting held on 29 November 2015

Approved as presented.

b Review of the minutes for publication on BSUK website

JB to suggest edited version of paragraph in 52.6a then publish as amended.

c Matters arising

d Delegated decisions requiring ratification

53.3 Development Strategy

a DSC report: 8 December 2015 and 27 January 2016

CateG gave an update. She also summarised the process and timings for BSUK applying for funding for the next cycle in 2017-21, including when and how Board could be involved in the submission.

b 'How Are We Doing' Report (for information)

This was viewed and talked through in the meeting. The format has been updated based on feedback from the Board in its last meeting.

53.4 Governance

a Governance Committee report: No meeting since last Board Meeting

The Governance Committee is currently lacking a Chair since Jen Cruickshank left. JW proposed that he chair the next committee meeting but that the ongoing Chair role should be filled by another Board member.

At a previous Board meeting it was agreed to create a Remuneration Committee and that now needs to be set up as the first meeting needs to be in this quarter (Q4) in order to review items such as staff salary awards.

b Board Evaluation (for consultation)

ACTION: Board and Chair Evaluation to be completed and reported to the next Board Meeting in April. JF to confirm and action the process, i.e. are we doing the usual paper form process or getting an externally-led evaluation?

53.5 Finance

a Finance Committee report: No meeting since last Board Meeting

b Draft 2016-17 Budget (for information)

The Draft 2016-17 Budget was made available to Board members for information. It will subsequently be reviewed by Finance Committee on 23 February and a recommendation brought to Board on 11 April.

53.6 Facilities

a Farnham Park / Facilities Committee report: 20 January 2016

AB and JB reported that BSUK has a catering provider lined up for the Farnham Park clubhouse and they are finalising the deal now. The FPC is drawing up the brief for the clubhouse conversion and will need to investigate raising the funds to invest in this.

53.7 Commercial

a Commercial Group Update

53.8 Board Matters

a Structural Review (for information)

JW provided an update to Board. There has been a series of meetings and calls between the Structural Review Panel. The Panel's proposal will be to use the existing company, BSUK Ltd, as the basis of the one organisation structure and then work out the process for rolling functions of the two Federations into the one organisation. The registered company names of British Softball Federation Ltd and British Baseball Federation Ltd might be retained partly for trading purposes but also to protect from others appropriating the names for their own use.

Another option would be to create a completely new company but, having taken HR/employment law advice, this would be a more complicated process in terms of the consultation process that must happen with staff of the existing company.

The advantage of retaining the BaseballSoftballUK Ltd name is that it is already recognised within the baseball and softball communities and wider sporting landscape.

There is a paper now approved by both Federations that outlines the intended outcome and will be going to the Federations' members. Copies were provided to directors in this meeting. The BSF will seek agreement in principle at its AGM on 20 February but this will not be an out-and-out vote to adopt or not, at this stage. The BBF might do the same via a webinar. The idea is that everyone understands and generally agrees with the direction the three organisations are moving over the next year. The details of the exact governance structure and how we arrive there will be decided over the year.

The Federations' members will also need to understand what the possible outcomes are if it is decided not to continue with that direction of travel, i.e. there will still be the same problems to find solutions to that prompted the current proposal.

It was agreed that going forward members of the three boards need to speak about the Structural Review in terms of “we” and “us” to demonstrate that they are behind it as a joint force.

b Company Values

JW presented what he has worked through so far on proposed company values and invited thoughts from Board members and staff present. One of the questions that we'd need to be clear of the answer to is who 'we' are, i.e. whose values are these – the Board's, the Directors and Staff's, volunteers, etc?

There was also discussion about BSUK's Vision & Mission and whether that might need to be adjusted to align with Sport England's changing focus in the next funding period.

ACTION: JB and JF to obtain feedback from staff on JW's company values document and pass on to JW.

ACTION: JW to collect final input from directors and from staff (via JB and JF), and bring a final proposed set of company values for approval to the April board meeting.

c Forward Plan (for information)

The finalised Forward Plan was made available for reference after being presented as a draft in November. It is likely that a change will be requested to the date of the board meeting currently scheduled for 25 September.

d Risk Register (standing item)

JW led the Board through the updated Risk Register and directors reviewed and updated the risk ratings of individual items. These were noted by JF/TS. Each Committee will also review its own risk areas during the year.

ACTION: JF to update the Risk Register ratings based on today's discussion.

53.9 Review of Actions

a Outstanding actions from previous meetings

b Confirm new actions from this meeting

CLOSE OF MEETING