

# BOARD MEETING MINUTES (#78)

## Extra Meeting of the Board of Directors

Tuesday 8 October 2019

5.30pm – 8.20pm

BaseballSoftballUK

House of Sport, London

### 78.1. Chair's Welcome, introductions and apologies for absence

Attending: Simon Winman (SW – Interim Chair), Jenny Fromer (JF), Evan Ray (ER), Jayne McLernon (JM), Chris Greenhalgh (CG – by phone), Chris Deacon (CD – by phone)

Also present: John Boyd (JB – CEO), Tim Stride (TS – minutes)

### 78.2. Declaration of interests

SW declared that one of the candidates for board appointment is an acquaintance. JF declared that the Operator of Home Plate, Sara Daughtrey, plays on the same softball team as her.

### 78.3. Approval of the minutes of board meeting held on 10<sup>th</sup> September

*Papers: (Paper 2) 78.3 BSUK Ltd Board Minutes 2019-09-10*

The Board approved as amended.

The Board agreed to redact from website publishing the whole description in 77.8 and remove the last bullet point in 77.11 (both relating to Home Plate contract).

### 78.4. Matters arising and actions from the minutes

- a. Home Plate Contract Renewal

**Action: The Home Plate contract renewal to be discussed at the Development & Commercial Committee on 6 November.**

**Decision will be brought back to Board.**

- b. Board approval for the Annual Review 2018-19

**Action: JB to circulate the Draft Annual Review to Board for feedback offline and lay out deadlines required for getting it published.**

- c. Complaint about conflict of bookings at Farnham Park

There was a complaint about conflict of bookings, which the Board discussed.

This raised the question over what the policy should be on rain date bookings and deadlines around that, and what information flow is required to make decisions on the validity of such bookings.

**Action: The D&C Committee to consider the possible policy at its meeting on 6 November.**

**Action: TS to reinstate the actions and decisions list for tracking them, beginning with those from the board meeting on 10 September 2019.**

## For Information

### 78.5. BaseballSoftballUK Strategy 2020-2024

- a. To receive a verbal update on the progress of the operational plan from John Boyd.  
JB provided a verbal update.

**Action: SW and JB to draw up a set of actions for this and provide to Board for review.**

## For Decision

### 78.6. House of Sport Office Lease Renewal

- a. To approve renewal, based on JB's email of 19 September 2019

*Papers: (Paper 3) 78.5 House of Sport Lease Renewal - JB Email 19 September 2019*

**Decision: The Board approved the lease renewal and empowered JB to sign the renewal.**

### 78.7. UK Sport Future Funding

- a. To approve proposal to form a Time Limited Working Group to consider the future application process to UK Sport, following a verbal presentation from John Boyd.

BSUK has been asked by UK Sport to provide a future funding strategy for Great Britain national baseball and softball teams by 29 November.

**Decision: The Board agreed to form a Time Limited Working Group (TLWG) made up of BSUK directors to oversee the strategy creation process. The actual strategy creation / application process will be handled by the relevant representatives from each Federation / GB programme.**

**Action: JB to clarify the requirements of the TLWG to Board offline so the TLWG members can be finalised. CG volunteered to be involved.**

## For Discussion and Decision

### 78.8. Board Appointments

*Papers: (Paper 4) 78.8 CEO assessment of applications - INEDs Sept 2019*

- a. To review candidates, including selection of shortlist of interviewees, setting panel members and dates.

The Board agreed the shortlist of six candidates for interview. The Board proposed that the interview panel be made up of two members of the BSUK Board and one member each from the BBF and BSF Boards.

**Action: ER to finalise the outline of the appointment process for independent directors.**

**Action: Once the appointment process outline finalised, JB to communicate it out to the two Federations along with the details of the six candidates and the invitation to contribute to the interview panel.**

- b. Chair recruitment process

#### 78.9. Annual General Meeting Preparations

- a. To discuss and agree approach to the AGM.

**Action: ER to draft an email to send to the Federations asking them to suggest their nominated directors to be appointed at the AGM.**

**Action: TS to send out the formal invitation to the AGM to the two Federations and invite motions.**

#### 78.10. BDO Report

*Papers: (Paper 5a) 78.10 BSUK Finance Review - Draft - 05.10.19*

*(Paper 5b) 78.10 BSUK Governance Review - Draft - 05.10.19*

- a. To discuss the process for responding to the BDO report and set next actions.

SW gave an overview of the draft BDO Report and JB provided his overall thoughts. There are points within it that they feel are factually inaccurate or have been superseded by actions already undertaken, since the audit occurred, to address such points. JM suggested that board focuses on the medium to high-rated issues.

**Action: All directors to review the BDO Report documents and suggest back to JB the points they feel are factually inaccurate. By Monday 14 October.**

**Action: As a new director, JM to read through the report and raise any questions she has about the context of points made.**

**Action: Once the above two actions completed, JB and JM to formulate a suggested response to the draft report, including how we start addressing high-rated issues as a priority.**

#### 78.11. Stakeholder Engagement Plan

*Papers: (Paper 6) 78.11 Stakeholder Engagement Strategy 2017-18*

- a. To discuss and agree an approach relating to the Stakeholder Engagement Strategy. Dealt with 78.5a above.
- b. To agree the next steps to update the Stakeholder Engagement Plan.

#### 78.12. Standing Item – Identification of Risks, Mitigations and Actions from the Meeting

#### 78.13. Date of next meeting

The next Board Meeting will be on 26 November 2019, alongside the Annual General Meeting.