



# ELY ROLLER SKATING CLUB

## Minutes of Extraordinary General Meeting held on 17 February 2017 at The Paradise Centre, Ely

Present: Richard Culpan, Di King, Emma Ure, Amanda Bloomfield, Lisa Bourn, Allison Trense, Margaret Bowen, Nadine Ross, Dick Minns, Lisa Simmonds, Jeanette James, Joanne Dews, Selina Wakefield, Melissa Sharp, Alice Figgins

Apologies for absence: Paula Ingram, Hattie Ford

Emma welcomed everyone to the meeting. She referred to the Agenda points as follows:

### 1 **Financial and Administrative Matters**

Emma opened by stating that there was a large obstacle in the way of winding-up of the central fund, in that the Accounts were not yet completely audited and up-to-date. Emma stated that on a personal level, she was unwilling to "step down" and leave the accounts in a mess, even though there was nothing in the club rules that would prevent her from doing so...

Emma believed that the work was about 75% completed up to August 2014. Alice and Di reported that they had more paperwork to "send over". Di and Jeanette added that Paula had prepared some spreadsheets relating to the Hockey accounts and would be emailing those directly to the Accountant.

Richard asked Emma if she felt she needed to remain on the proposed new committee until the accounts were completed; Emma replied that she, Dick and Di had been discussing this matter and the biggest problem as she saw it was that, after the financial split was complete, Fun Skate would have no formal representation on the committee of Ely Roller Skating Club (ERSC) and therefore no voice regarding Fun Skate matters. She stressed that she firmly believed that the Fun Skate team must have a formal "say" in how things are run and how money raised is spent.

Di queried the need for an administrative split (reducing the size/role of the executive committee). Alice and Richard tried to explain that it was an effort to simplify things; needing to have only one committee instead of two. Di commented that when the individual section bank accounts were created in 2009 it was intended that each section would set up their own committee; Hockey had done so but Brian's (and Paul's) groups had not. Di remarked that "she could not see what was to be gained" in abolishing the administrative umbrella executive committee.

Emma reiterated that due to the Accounts not being up-to-date any financial split could not yet take place, and she expressed her surprise that they were "as far behind" as they were. As Chairperson she would have to "sign off" closing Accounts at whatever point they were

complete and ready for any financial split, and said that until they were up-to-date no-one knew precisely what was in them! Emma asked whether the outstanding information was available to hand over to the Accountant; Alice and Jeanette both believed that it was and could be handed over as soon as it was asked for.

Emma, Dick and Di again highlighted their concern that under the current proposals for the administrative split, Fun Skate would no longer have any formal "say", and expressed their unhappiness over that proposal being adopted.

Melissa suggested that the meeting should not stay bogged-down discussing the Accounts (as nothing could be done until they are up to date). She suggested instead that the meeting should "move on" and look at what would happen to the organisation once the Accounts were complete and the "split" could proceed. She outlined her understanding that there would be separate committees for Artistic and Hockey, and that the "issue at hand" was to decide where Fun Skate would fit in.

Emma and Nadine then suggested that instead of trying to fit Fun Skate in "somewhere", why do they not just have their own committee (independent of Artistic and Hockey). Di then suggested that proceeds from the Fun Skate could be split three ways (Artistic, Hockey and a new "Fun Skate" group).

Dick and Di then expressed their opinion that there still needed to be some "umbrella" organisation tying Artistic, Hockey and Fun Skate together; they were concerned that there was no "safeguard" in the event that one or other group decided that they didn't want to do the skate desk duty at some point in the future. Di noted that Brian's group had taken a break from doing the skate desk duty over the 2016 summer holidays, even though she, Dick and Emma were willing to keep it running.

Alice, Di, Emma and Jeanette discussed how the Fun Skate monies should be collected; since January Artistic and Hockey each had their own float tin and had been banking their weeks' takings themselves. Emma suggested that each group should continue to use their own float tin, and offered to bank the takings if it was "bagged up" and given to her along with a copy of the week's attendance sheet. Other suggestions were received; give each group their own paying-in book, or for the group to bank the money in their own account and do a bank transfer.

Jeanette asked what "shared" club expenses were currently paid from the central fund (especially insurance). Alice replied that there was very little that was paid from the central fund; affiliation fees were paid directly by each group and insurance for the fun skate was covered by the Paradise Centre.

After a little further discussion the following proposals were accepted by the meeting:

- i. Artistic, Hockey and Fun Skate groups would each have their own committee and finances (with their own Treasurer).
- ii. There would be no change to how the Fun Skate actually ran; Dick, Emma and Di would "man the floor" each week and the Artistic and Hockey groups would "man the skate desk" on alternate weeks.
- iii. Starting from Friday 24<sup>th</sup> February, the proceeds from the Fun Skate would be banked in the designated bank account (currently the Central Fund current account) by whatever means was most convenient; Emma to be informed of the amount banked and given a copy of the week's attendance sheet.
- iv. Accumulated proceeds from the Fun Skate would be divided equally between Artistic, Hockey and Fun Skate (Di suggested that a share-out could happen every 3 months).

Discussion returned to how formal contact would be maintained between the groups after the "split"; Richard suggested that an alternative to having an "umbrella" executive committee might be to have some kind of representation for Artistic and Hockey on the Fun Skate committee (things generally run informally, but if something required discussion formally, Fun Skate would hold a committee meeting and representatives from Artistic and Hockey would be invited to attend).

Discussion of financial matters drew to a close; Emma proposed that another meeting would be held if necessary after the Accounts had been brought up-to-date.

Those not involved in the remaining agenda items affecting only Artistic (Brian's group) then left the meeting and were thanked for their attendance.

## **2 Adoption of revised Club Rules**

Richard introduced the proposed rule changes and pointed out that these would apply to Artistic members only; Hockey members would continue to be covered by the previously-released rules (November 2015).

No comments, revisions or objections to the proposed rule changes were put forward; these were accepted.

Note: A minor amendment to the Executive Committee structure (Rule 14) arose out of the "Election of Executive Committee" (item 3 below); the position of Vice Chair was re-instated.

## **3 Election of Executive Committee**

Proposals (or those currently in the roles volunteering to continue) were received nominating the following for election:

Chairman:	Amanda Bloomfield and Selina Wakefield
Treasurer:	Alice Figgins
Secretary:	Richard Culpan
Child Protection Officer:	Selina Wakefield
Committee Members:	Lisa Bourn, Joanne Dews, Melissa Sharp

Selina was happy to allow Amanda to become Chairman, and suggested that the role of Child Protection Officer be made a distinct role so as not to "take up" one of the general committee" places. Alice suggested that the role of Vice Chairman (that had been "dropped" to reduce the size of the committee) be re-instated; with Selina as Vice Chairman as well as being Child Protection Officer. That suggestion was accepted.

Amanda asked about the quorum; Richard said that in the revised rules it was three (reduced from four).

Alice also stated that the committee meetings should be "open"; other club members would be welcome to attend and contribute to discussions (only the elected committee members would have a vote at the meetings). Also, she noted that the committee could be increased in size in future if necessary (for example if organising an event).

So, those volunteering for the committee posts were elected without needing to hold a ballot.

The 2017 (Artistic) committee therefore comprises:

Chair:	Amanda Bloomfield
Vice Chair:	Selina Wakefield
Treasurer:	Alice Figgins
Secretary:	Richard Culpan
Child Protection Officer:	Selina Wakefield
Committee Members:	Lisa Bourn, Joanne Dews, Melissa Sharp

Dick Minns would remain as Honorary President (non-executive).

#### **4 Any Other Business**

Amanda raised an issue with the setup of online banking for "Brian's group" account. She reported that Selina had been able to make an online banking transaction "on her own" without requiring any second authorisation, and stated that she was unwilling to remain as a signatory on the account if that (in her words "unsafe") situation remained.

Alice reported that the account was set up such that cheques required two signatures, and agreed to raise the online banking issue with NatWest. She remarked that "chasing up" stuff with NatWest was difficult as there was extremely little support of business bank accounts in-branch (the majority had to be done by telephone).

Amanda asked that in the meantime (until the online banking issue was resolved and transactions required two authorisation codes), Selina did not make any online banking transactions "on her own".

#### **5 Close Meeting**

The meeting closed at 9:10p.m.

Date and venue of next meeting to be decided.