



Agenda of the 115th Board Meeting of the English Chess Federation
12.00 to 17.00 12th September 2017
Rm 3 Hamilton House

Members:

Chief Executive, Mike Truran		MT
Director of Finance, David Eustace		DE
Director of International Chess, Malcolm Pein	Arrived 14:45	MP
Director of Women's Chess, Sarah Longson		SL
Director of Membership, David Thomas		DT
Non-executive Chairman, Julian Clissold		JC
Non-executive Director, Julie Denning		JD

Invited: Observers and Guests

Chairman, Finance Committee, Tim Herring		TH
Chairman, Governance Committee, Robert Stern		RS
Junior Directorate Finance Manager, Christelle Hafstad		CH
Office Manager and Minutes Secretary, Gary Willson		GW
Chair of council, Mike Gunn		MG

1. Apologies for absence

President, Dominic Lawson	Apologies	DL
Director of Home Chess, Alex Holowczak	Apologies	AH
Director of Junior Chess, Traci Whitfield	Apologies	TW
Non-Executive Director, Stephen Woodhouse	Apologies	SW

2. Approval of the Agenda

Agenda was approved with agreed changes to order, to facilitate late arrival of MP.

3. Approval of the minutes of the 114th Board Meeting of the ECF 30th June 2017

The minutes of meeting 113 as previously published were approved.

Matters arising: future of the Yearbook was discussed; a potential volunteer was noted and discussed.

AP 115/01 GW to speak to AW concerning Quark Express, to help find a solution to formatting, editing and publishing the Yearbook.

AP 115/02 GW to speak to AW concerning Yearbook information being accessed via the website.

AP115/03 MG to provide GW with contact details of the potential Yearbook volunteer.

4. Consideration of E-mail votes taken since the last Board meeting
Confirmation of the Board vote on recommendations from the Awards Committee

Geoff Gammon is take up the role of Manager of Arbiters (the Home and International roles being amalgamated). The Board thanked David Sedgwick for his hard and tireless work as Manager of Arbiters (International).

The Board confirmed the recommendations made within the paper provided by the Awards Committee.

AP 115/04 GW to inform Paul Bielby that his paper has been approved.

5. Appointments

As advised.

6. Update on action points (Copy on Own cloud)

AP114/01 Ongoing.

AP114/02, 03 & 05 cleared, to be discussed on agenda.

AP114/04 & 07 cleared.

AP114/06 (redacted) outstanding.

7. ECF Junior Membership Fee (Paper on owncloud)(JD/DT/GW)

The paper provided to the Board was discussed.

The Board agreed to recommend to Finance Council junior membership rates of £5 for Junior Bronze and Silver, £17 for Junior Gold. The first year Free Junior Silver would be retained.

It was further agreed that we should improve the marketing and communication of junior membership, and to facilitate and support the submission of results for grading from organisations who do not currently do so.

AP 115/05 DT to make proposals to Finance Council concerning a reduction in the rates of Junior Membership Fees as part of the financial budget process.

AP 115/06 SL to speak to MP, and put proposals forward for the improved marketing of junior membership.

AP 115/07 JC to report back to the Board on the EPSCA position of grading games and rates of junior membership

8. Finance (DE)

The accounts for 2015/16 were agreed, and will be presented to the AGM.

The use of Xero is now becoming embedded with the office. Reports on all 2016/17 financial transactions have been issued to directors, and now that it is centralised, the accounts for the last financial year should be ready for the auditor before Xmas.

The recruitment of extra resource to produce and issue game fee invoices has also been a significant success. In particular, using Xero has made the task easier to identify organisations who are not paying the appropriate game fee for games submitted for grading. It was agreed that we would be suitably robust in ensuring games submitted for grading contain accurate contact details of the appropriate official. Whilst noting the office is always prepared to look into and, where appropriate, adjust invoices to ensure the amount owed is accurate, the Board agreed that we could refuse to grade further games from organisations who had a significant debt.

A number of important documents, such as contracts, are sometimes held by individual directors. It was agreed that the office would build and maintain a record of key documents.

AP 115/08 DE to draw up a list of key documents/events for the Federation to be held centrally in the office.

9. Report on the British Chess Championship (AH)

9.1 Contracts for the British 2018 (Copies on owncloud) (JC)

The Board agreed the terms of the contract for the next British Championships being held in Hull, subject to signing off by SW, AH and DE at the end of the week.

Some feedback was provided on BCC 2017. Whilst there was much to applaud, it was thought that a number of key improvements could be made to future Championships.

AP 115/09 The Board to consider recommendations for improving the BCC.

AP 115/10 RS to contact AH and finalise wording of Regulation 2 concerning Manager of Arbiters.

10. Council AGM Matters

The practicalities of the AGM was discussed. MG informed the Board that, with the exception of the election, he intended to use his discretion and publish individual votes, to aid transparency. In addition, it is thought the best date for Finance Council (avoiding significant clashes) would be 28th April 2018, in London.

AP 115/11 MG to produce a draft AGM Agenda and circulate to the Board.

AP 115/12 GW to discuss with AW the production of voting cards, to enable individual votes to be counted.

AP 115/13 MG to contact prospective AGM tellers, to enable individual votes to be counted and minuted.

11. Governance Matters (RS):

11.1. Changes to regulation 6 (Bid Regulations, Coaches regulations, Arbiters Regulations)

The Board confirmed the view that junior members (and their parents) should have DM reps represent their views. It was also agreed that DM reps should have the same rights as other Council reps. The paper by RS was approved to go to Council.

11.2. Voting Reform and Transparency. (Papers on owncloud)(RS)

The paper as presented was agreed to be put to Council.

12. Office Relocation Progress Report. (DE/GW)

Shelving had been purchased, and the library stock was being removed from boxes. A detailed update would be provided when appropriate.

13. The future of the BCF (DE)

The Board agreed with DE's proposals of how we might effect the closure of the BCF, so that it would exist only as a shell company. Whilst it was retained with the best intentions when the ECF was created, it was viewed as being unnecessary and costly.

AP 115/14 DE to draw up formal proposals for the closure of the BCF, to be presented to Finance Council.

14. John Philpott memorial. (JC)

John's expertise lay in U180 events, and it was thought a suitably fitting memorial was a congress or section of the BCC in his name.

AP 115/15 JC to write to AH and KS, to ask for a tournament to be arranged for the BCC in memory of John Philpott.

15. Branding (MP)

MP believed the ECF could benefit from re-branding, to help make the ECF more attractive and recognisable. A number of different examples were discussed, although it was thought that views should be obtained from some of our younger active members.

AP 115/16 MP to provide a form of words for the strategy document concerning a rebranding exercise for the ECF.

16. AOB.

16.1 Paysubsonline replacement (DT)

DT has drawn up a spec for a potential new membership system. It was agreed that any new system would need to be up and running by the end of May 2018.

AP 115/17 DT to finalise the spec for the Membership System, in order for it to be published on the website before the end of October 2017.

16.2 Platinum membership proposals (SW).

In order to minimise our VAT payments, SW believes we should turn Platinum membership into Gold + Donation. The Board was in broad agreement, and SW indicated he would put a paper to Council. The view that some members would not want their money going to the Chess Trust should be taken into account.

16.3 Scheduling Board Meetings (JC) (Consultation Paper on Own Cloud)

The paper as presented was discussed.

AP 115/18 JC to contact absent Board members to discuss the proposals for scheduling Board meetings, and to redraft and reissue the proposals, taking into account comments received.

16.4 Strategy Paper and Board Report sign-off (MT)

Members were asked to review the current document and contact MT any changes, as the paper needed to be presented to Council.

16.5 Directors reports

CH provided the Board with a comprehensive update on activity in the Junior Directorate. Areas included a very successful European Youth tournament, an

overview of the Elite Programme and the Academy, and a pilot for Bridgeoverseas to help run our overseas trips. The board thanked TW for the written report.

Next meeting would be prior to the AGM. The meeting closed at 17:00