



**Minutes of the 117<sup>th</sup> Board Meeting of the English Chess Federation  
Friday 15<sup>th</sup> December 11.30 a.m. at the IBIS Hotel, 21 Ladywell Walk,  
Birmingham B5 4ST**

**Members:**

Chief Executive, Mike Truran	MT
Director of Home Chess, Alex Holowczak	AH
Director of Junior Chess, Traci Whitfield	TW
Director of Membership, David Thomas	DT
Non-executive Chairman, Julian Clissold	JC
Non-executive Director, Julie Denning	JD
Non-Executive Director, Stephen Woodhouse	SW

**Invited: Observers and Guests**

Chairman, Governance Committee, Robert Stern	RS
Office Manager and Minutes Secretary, Gary Willson	GW

1. Apologies for absence

President, Dominic Lawson	DL
Director of Finance, David Eustace	DE
Chairman, Finance Committee, Tim Herring	TH
Director of International Chess, Malcolm Pein	MP

2. Approval of the Agenda

The agenda was approved.

3. Approval of the minutes of the 116<sup>th</sup> Board Meeting of the ECF 14<sup>th</sup> October 2017

The minutes as published were approved.

AP 117/01 GW to discuss with AH the implications of the Board's previous decision concerning the renewal of arbiter's licence fees.

#### 4. Consideration of E-mail votes taken since the last Board meeting

##### 4.1 National chess equipment bank: confirmation of email vote (MT)

The Board re-affirmed its decision to create a national equipment bank (nem con), with some members being recused.

#### 5. Appointments (As advised)

The Board discussed the appointments framework, and agreed that as directors are now in place for up to 3 years, it should not be necessary to renew managerial positions on an annual basis. It was further agreed that the current framework will be carried over as is, with individual changes made as appropriate.

AP 117/02 Directors to advise the Board of any changes to the Appointments Framework for 2017/18.

AP 117/03 GW to issue appointments framework to individual directors, to amend as appropriate.

AP 117/04 AH to authorise part payment to Malcolm Peacock in relation to LM software.

##### 5.1. Appointment of Direct Members Representatives

Following on from Council in October, the Board confirmed the following members to act as Council Direct Members Reps:

Platinum      Adrian Elwin

Gold            Ben Edgell & Roger Emerson

#### 6. ECF/CAA MoU approval (AH)

The paper proposing the Memorandum of Understanding between the ECF and Chess Arbiters Association was discussed. Following some small amendments, the paper was confirmed nem con.

AP 117/04 AH to forward final version of the MOU with the CAA once signed by AH on behalf of the ECF and Lara Barnes on behalf of the CAA to AW, to be published on the website, and to inform MR to be included in the next newsletter.

#### 7. New overdue debt collection procedures (MT)

The Board confirmed the proposal to consider not grading submitted games from organisations who had either refused to pay, or failed to make contact to discuss or arrange payment. For certain leagues and congresses, this might mean games will not be included in the up-coming January list. The office will continue in all instances to attempt to reach individual agreements or obtain payment, by 15<sup>th</sup> January 2018 for those organisations this affects.

It was also confirmed that in future all results submitted for grading should include a name and the contact details for an officer responsible for making game fee payments.

AP 117/05 GW to take forward game fee debt with Paul Buswell, as per the Board agreement.

AP 117/06 AH and DT to draw up a paper on registering events for grading

*REDACTED*

#### 8. Paysubsonline replacement update (DT)

5 tenders had been received ahead of the deadline for a new membership system. DT would now take forward with DE to commence the selection and due diligence processes. DT confirmed that it was intended that the new system should be in place for the 2018/19 season.

#### 9. Home Director Update (AH)

Confirmation had been received that the sponsor who contributed to the BCC last year would do so again for Hull. It is hoped that the levels of prize money awarded last year would be maintained.

The next arbiters training course will be in April 2018.

The British Open will be run by the 4NCL and will hopefully run from 27 October for one week subject to finalising venue and other arrangements. The British Blitz tournament will have 8 qualifying tournaments in September with the final taking place in November 2018.

The responses from the County Championship's questionnaire were discussed. Specific issues highlighted were travel, venues, and finding enough players. It was thought the Championship might be more attractive if run on a jamboree structure, and that this should be included in the next round of consultations. AH will go back with proposals for consultation.

#### 10. Finance update incl. roll-out of Xero online access and monthly management accounts (DT)

From January, the office will publish more frequent updated finance reports for each operational directorate, in conjunction with DE. MT suggested that in addition, DE should bring to the Board a consolidated set of accounts on a quarterly basis.

Tailoring Xero to allow read-only access on a selective basis remains problematic and needs further investigation by the office and DE.

The Board was informed of the revised expenses and payment arrangements for the Federation. A standard expense claim form would be lodged on the main website, to enable claims to be made via operational directors.

The Board approved the proposed changes to bank mandate arrangements within the office.

The claim for historical payment of VAT has been withdrawn, following failure of the EBU court case.

The PIF trust deed has finally been completed. This means that the trustees can now instruct the BCF's fund managers to arrange transfer the PIF (John Robinson fund) into Chess Trust. Arrangements will be made to achieve this in January/early February and mitigate any potential tax liabilities that we may have on the PIF No1 fund.

#### 11. Director of Women's Chess replacement (all)

It was agreed to put this issue on the agenda for fuller discussion at the next board meeting.

AP 117/07 JC and TW to lodge a paper for the next meeting concerning the role of Director of Women's Chess.

#### 12. Directors' action plans (all)

The Board were asked to review the relevant pages of the directors' action plans spreadsheet and include milestone dates. The plan would be discussed at the Board on a quarterly basis.

AP 117/08 All directors to review action plans in time for the next meeting.

AP 117/09 JC to publish Board meeting dates for the coming 12 months as a matter of urgency.

### 13. Data Protection: Changes to legislation coming into May 2018 (GW)

New legislation is coming into place in May 2018. GW is to attend a training course, and will update the board as appropriate. The biggest impact is likely to be on leagues and congresses, who will need to obtain permission in some instances to submit game results to the ECF. The situation is exacerbated by leagues in particular not having access to individual players' contact details.

### 14. Junior Membership & Game Fee Rates (DT)

As a result of the changes agreed by Council and subsequent Board decisions, the majority of junior game fee invoices had about doubled in value from those issued last year. The paper submitted by DT proposed we reduced the fee payable from £3.75 per player to £2.

The Board confirmed that it had made a decision in the summer to reduce the amount that Council had decided. It also confirmed that a proposal was going to Council to reduce Junior Silver Membership to £5 per annum from next year. The Board confirmed that the current rate of £3.75 would not be further adjusted, but the office would retain the discretion to adjust the total amounts payable in the specific circumstances, for example if a congress had published its entry fees before the original decision had been made.

JD noted that the game fee of £9.50 for juniors exceeding the 3 / 7 game thresholds in leagues or other events appeared anomalous compared to this pay-to-play fee. The Board decided this fee should remain for the current season, although the office might exercise some discretion, whilst the emphasis should be to get organisers to encourage new junior players to take up the offer of free Junior Silver Membership for one year.

### 15. AOB

(via Skype) MP confirmed that subject to written confirmation, the sponsorship package for the BCC had been agreed. The ECF would support Gawain Jones at the Tata Steel Wijk aan Zee.

The website is to include a page on "What is the ECF and what does it do?" MT requested comments on the draft document as soon as possible.

AP 117/10 All members to forward suggestion to MT on "What is the ECF and what does it do?" ASAP.

Next meeting will be end of January, in London.