



## Minutes of the 119<sup>th</sup> Board Meeting of the English Chess Federation

Thursday 22nd March, at 11.30

### Members:

President, Dominic Lawson	DL
Chief Executive, Mike Truran	MT
Director of Finance, David Eustace	DE
Director of Home Chess, Alex Holowczak	AH
Director of International Chess, Malcolm Pein	MP
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, Finance Committee, Tim Herring	TH
Chairman, Governance Committee, Robert Stern	RS
Office Manager and Minutes Secretary, Gary Willson	GW
Chairman of Council, Mike Gunn	MG

#### 1. Apologies for absence

Apologies were received from Dominic Lawson and Christelle Hafstad.

#### 2. Approval of the Agenda

An amended agenda was approved, to ensure the urgent business could be conducted before a number of directors had to leave prior to the expected finish time.

3. Approval of the minutes of the 118<sup>th</sup> Board Meeting of the ECF 26<sup>th</sup> January 2018 and review of outstanding action points.

JD noted that her comments did not appear to be included in item 4. JD agreed to liaise with GW to amend the wording

AP 119/01 JD to write to GW with amendments to minutes 118; GW to revise, and circulate to JD, JC and DT.

The remainder of the minutes were agreed as an accurate record of the meeting.

4. Matters Arising

REDACTED

AP 119/02 REDACTED

DT noted that we need to move towards registering events for grading in advance. This would incur an extra costing estimated to be around £4K per annum (not included in proposed budget figures). The proposed reduction in junior fees is included in the budget proposal.

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

None.

6. Appointments

The appointment of Mark Murrell as the Controller of the County Championships was welcomed by the Board.

7. Financial reports (DE)

The Board agreed that for planning purposes, a projected increase of 500 paying members would be used, year on year, using a baseline of 10K. It was agreed that this would be reviewed in August (when the final figures for the 2017/18 year are known).

It was agreed that from next year, the £1 on-line reduction would be removed.

It was agreed to stop the contract with Bruce Wallace to undertake the Company

Secretary role, and move the position in house.

AP 119/03 DT to feedback actual membership figures at the August meeting.

AP 119/04 DT to provide DE with revised membership figures for the budget

AP 119/05 JC to contact Bruce Wallis to discontinue with the Company Secretary services

AP 119/06 GW to speak to AW, to provide MT with a full template of the Yearbook.

AP 119/07 REDACTED

8. Review Directors' action plans (all) (*Papers on Own Cloud. Directors to ensure the reports are brought up to date.*)

The action plans were discussed, and it was agreed these need to be updated.

AP 119/08 GW to pull together action plans from individual directors into one folder

9. Directorate Reports:

- i. Director of Home Chess (AH) Paper
- ii. Director of Membership
- iii. Junior Director
- iv. International Director

The Board confirmed the recommendations in the paper from AH, based on consultation exercise.

AP 119/09 AH to draft a paper on behalf of the Board with proposed changes to the County Championships, to be presented to Council.

10. ECF April Council Meeting arrangements.

The logistics of the Council meeting were confirmed. The deadline for publishing the Agenda is 4<sup>th</sup> April, but we would aim to publish the Agenda and key documents ahead of this date. It was noted that the cancellation of the previous meeting due to adverse weather had made 4<sup>th</sup> April a challenging target.

The order of items was discussed with MG and agreed.

## 11.AOB

- i. Report on progress on data collection advice

This is progressing, and advice to clubs and associations would be published shortly.

- ii. Report on liaison with Junior Chess organisations

This is ongoing.

- iii. Report on FOI request for emails

Following the receipt of a SARS request from REDACTED, GW was able to confirm this was progressing smoothly.

- iv. Further finance issues

The Board confirmed the intention to “wind-down” the BCF. The Board considered what to do with the PIF, now that the Chess Trust is functioning. It was agreed to give Council the choice between moving the PIF to the Chess Trust or an ECF sub-committee.

The Board confirmed TH to be the second signatory for the Cambridge & Counties savings account.

AP 119/10 JC to issue an accurate list of Board Meeting dates.

Meeting closed 16:30