



AGM 2020: Agenda

Date: Monday 16th March 2020 Time: 18:30 for 19:00 start (Prompt)

Venue: Old Coventrians Rugby Football Club, Tile Hill Ln, Coventry CV4 9DE

- 1) Introduction
- 2) Review of 2019 AGM Minutes
- 3) Treasurer's Report
- 4) Chair's Report
- 5) Club Captains' Report
- 6) Matters Arising from 2019 AGM
- 7) Proposals

The proposals that have been received are set out below. **As agreed by the committee, no additional proposals for voting on by the AGM will be accepted from the floor during the meeting, in this part of the meeting or in AOB. If a member wishes to raise a new matter, it can be raised and discussed in AOB, but cannot be voted on by the AGM. Instead any such item will be discussed by the committee as soon as possible and if needed, a formal proposal put to the next AGM or EGM.**

a) **Financial year end date: amendment to the club constitution**

Proposed by	Adam Simmonds
Seconded by	Sue Cannaby
Description	According to the constitution, the club's accounting year runs 1 March – end February. However, for the past number of years, the accounts have been prepared for a 12-month period ending 31 December. The committee is not certain when this change occurred, or whether it was approved by members at the relevant time. As a result, the committee proposes to formalise this change by amending the constitution to state that the financial year of the club runs from 1 January – 31 December.
Discussion	
Outcome	For: Against: Abstentions: Result:

b) Club Championship – Inclusion of BTF Championship Events

Proposed By	Andy McConville
Seconded By	Tony Nutt
Description	<p>The inclusion of any events supported by the BTA which are competed at for either ETU or ITU standard to be included in the club championship. The Club champs would need to be finalised and set in November to allow athletes to enter such events as these are mostly in the early season (March).</p> <p>As the top 5 races count there is not a need to limit the number of events available to our club athletes. But the distances should match the ETU ITU qualifications.</p>
Discussion	
Outcome	<p>For: Against: Abstentions: Result:</p>

8) <<BREAK>>

9) Committee Nominations & Voting

The nominations for committee roles that have been received are set out below. **As agreed by the committee, no additional nominations will be accepted from the floor during the meeting for either a post with nominations or a post that has no nominations. If a post remains unfilled because no one is proposed, or a proposed person does not receive the requisite support of the AGM, the committee will discuss how to address this at the first meeting of the new committee. Actions the committee may take include (but are not limited to) adding the tasks to one of the existing committee roles or dividing the tasks among other committee members.**

Role	Name	Proposer	Secunder	Outcome
Chair	Alex Darragh	David Darragh	Catherine Darragh	
Vice-Chair	Naomi Lee	Anna Wordsworth	Jane Carter	
Treasurer	Sue Cannaby	Sue Cannaby	Anna Wordsworth	
Secretary	Adam Simmonds	Adam Simmonds	Alex Darragh	
Welfare	Anna Wordsworth	Anna Wordsworth	Jane Carter	
Membership	Graham Read	Paul Dodson	Ebony Fennell	
Coaching Co-ordinator	Jane Carter	Anna Wordsworth	Anna Wordsworth	
Publicity and Communications	Sarah Carter	Sarah Carter	Anna Wordsworth	
BTF Delegate				
Kit Person				
Club Captain (1)	Sam Key	Ebony Fennell	Paul Dodson	
Club Captain (2)	Ebony Fennell	Sam Key	Paul Dodson	
Social Secretary	Paul Dodson	Paul Dodson Graham Read	Ebony Fennell Ebony Fennell	

10) A.O.B

Close: 21:00 (Guillotine)

Agenda Prepared By: Adam Simmonds

Appendix A. Appendix A - Nomination Supporting Statements

Welfare – Anna Wordsworth

I held the joint publicity officer position in the 2019-20 committee, helping to roll out the new online membership system and dealing mainly with email communications with members, including the club's obligations under the General Data Protection Regulation. I'm a Level 2 triathlon coach and spin instructor, so I'm very familiar with British Triathlon's rules and procedures regarding participant welfare. In my day job, I'm a non-practising solicitor working for a legal publisher. My goal is to ensure a safe, fun environment for participants of all abilities to train, race and socialise together. If I'm elected, I'd like to hear members' views on what we can do to make the club even more inclusive and accessible for all participants, in terms of the club's training, racing and social activities and the online membership system, website and social media. I'm also keen to put in place more formal welfare policies and procedures for the club, to ensure that anyone with a welfare issue is dealt with effectively and safely within a written framework.

Coaching Co-ordinator – Jane Carter

I've held the role for a number of years and have built good working relationships with the coaches, the staff at KHVIII and most importantly the members and keen to continue to develop those relationships. I'm a level 2 triathlon coach and actively involved with organising the club's annual training camp and the club sprint triathlon. Under my leadership the club has established a shared coaching calendar and coaching rota, these support the coaching team in effectively managing all the club activities ensuring adequate coaching cover in accordance with British Triathlon guidelines. We've actively expanded the coaching team by identifying members who would like to get involved and supporting them through that process. We continue to hold adhoc coaching meetings to discuss best practice and any coaching issues that may arise.

Treasurer – Sue Cannaby

I've worked in accounts for a small firm for many years. I've held the position of treasurer for the Earnsford Grange Badminton Club. I aim to keep the Committee up to date with the financial aspect of the club on a monthly basis, together with updating the bank details and getting access to the PayPal account.

Vice-Chair – Naomi Lee

I would like to volunteer as the Vice Chair as I am keen to continue the great work that the committee has done. I understand the role of vice chair as being one of support to the chair in leading the committee. I personally see it as one in which you support each committee member in achieving their tasks, mediate between individuals if required and problem solving / brain storming where needed. I have competed in many sporting arenas from grass roots skiing to World Cup and Commonwealth Fencing. I have previous experience of running sports clubs and understand the multi-level requirements of working on a committee. I appreciate that one day it's all about competing at your very best and on another occasion, it's about sorting out the car parking for an event. It is also about supporting participants at all levels from the complete beginner to the GB competitors. I am organised, proactive and enthusiastic. I am familiar with the various roles and responsibilities that come with a

committee position and am confident that I can use my experience to the good and benefit of the club. I also have the backing of Don who is happy to support and help me in the role (little does he know what he is going to have to do!).

Chair – Alex Darragh

As the current chair, I am more than willing to stand again and continue the work started in the last year. I feel that I have the skills to lead the club, I'm a good listener, diplomatic and can act as a good ambassador for the club.

Publicity – Sarah Carter

I am interested in taking up the publicity officer role as a way to further support a club I am already very proud of. I'm not the most visible member of the club but I am actively involved in the behind the scenes activities, organising the coaching rota is a fun job in itself. I am an organised person and experienced with various mediums of communication. There are systems which I have not used before but see this as an opportunity to learn whilst supporting the club.

Club Captain – Sam Key

Together with Ebony, Sam has worked to clarify the club championship and make the club more inclusive. Having faced a few teething issues in the first year together they would like the opportunity to continue streamlining the process and fully run with the role in the coming year.

Club Captain – Ebony Fennell

Together with Sam, Ebony has worked to clarify the club championship and make the club more inclusive. Having faced a few teething issues in the first year together they would like the opportunity to continue streamlining the process and fully run with the role in the coming year.