

## Summary of Board meeting – Wednesday 24 February 2010



- The Board met in the Comfort Inn, Birmingham from 10:15 to 17:15.
- The minutes of the Board meeting held on 10 December 2009 were approved.
- The Board confirmed a decision already taken by e-mail to initiate a project to revise the Memorandum & Articles to make them fully compliant with the Companies Act 2006. It was hoped the project could complete in time to propose revised Articles at the 2011 AGM.
- The Board confirmed a decision already taken by e-mail to contact the 4 Home Nations about monitoring the progress of staging future Home Internationals and to seek their views on a proposal that had originated in Northern Ireland.
- The 2010 AGM booklet was reviewed in detail and near-final versions prepared of the Board's 9 proposals and a Response Statement to a proposal from 2 members. The Chief Executive was authorised to finalise some texts after circulating a final draft for comment to the Board.
- It was noted that there were 4 valid nominations for the three director vacancies arising on the Board.
- As the Chairman and Vice Chairman are nominated as directors for the elections to be held at the AGM they left the room because of the conflict of interest. In their absence the Board agreed on the same voting procedure at the AGM as previously, and on how to handle chairing the election agenda item at the AGM.
- The subgroup of Directors who had reviewed nominations for the Silva Award reported and their recommendations on the eligibility of one nominee and the 2010 award recipient were agreed. It was further agreed to contact the winner confidentially in advance of the AGM and to review in due course a clarification of eligibility when the nominee had been doing paid work in orienteering.
- The final draft of the 2009 Annual Report was reviewed briefly and the Board invited either to feed minor feedback directly to the Chief Executive, or for more significant suggestions for future Annual Reports to request a discussion at a future Board meeting.
- The minutes of a meeting between British Orienteering and BSOA on 13 January 2010 were noted.
- The minutes of a meeting of the International Committee held on 9 December 2009 were noted.
- The minutes of a meeting of the Trail-O Committee held on 23 January 2010 were noted.
- The minutes of a meeting of the Development Committee held on 30 January 2010 were noted, including the recent significant awards made from the Development Fund, and the plan to develop clearer criteria for evaluating applications. The meeting also concurred with the proposal to forward unsuccessful nominations for the Silva Award 2010 to be considered for awards handled by the Development Committee.
- The Board agreed to confirm a provisional nomination of Brian Porteous as an IOF Vice President to be made to the IOF Congress 2010, and noted that the deadline for British Orienteering proposals was before the next Board meeting.
- The changes to the IOF rules on use of GPS and WOC start intervals was noted.
- The audited Annual Accounts for year ending 2009 were received and approved, and the Treasurer and staff thanked for achieving such a positive clean audit. The Chief Executive was asked particularly to relay the Board's thanks to Jannette Blunden for her work.
- The Auditor's Key Issues letter was reviewed and after brief discussion of the few minor recommendations they had made, it was agreed to return to these at the next meeting to agree explicitly what the Board's response to each would be.

- The Chairman was authorised on behalf of the Board to sign a letter to the Auditors confirming the Board's understanding of their role in preparing the Accounts.
- The Debtors and Creditors reports at year end 2009 were reviewed and changes that have occurred to the status shown were explained.
- The Chief Executive gave a report on the latest staff situation including the situation on various recruitment actions.
- The audit conducted by AHL on behalf of Sport England and UK Sport had given British Orienteering the highest overall rating possible. A series of recommendations made by AHL were reviewed and the proposed response and timescale to each action was endorsed for communication to them.
- The status of Key Performance Indicators to funding agencies was reported on together with the status of a range of projects currently being undertaken. The Board continued to be pleased with the succinct nature of the report but expressed mild concern that some projects had moved from Green to Amber status, largely due to staff workload issues.
- The final status of the Operational Plan for 2009 was noted and the latest draft for 2010 reviewed and suggestions for improvement made.
- An interim report on MTBO was considered and Jenny Peel authorised to proceed to the next stage of recruiting working party members and evaluating options on the best way forward for British Orienteering.
- The British Orienteering Vision statement was reviewed and the Board agreed it remained valid and no changes were required at this time.
- The Board agreed to have a presence at JK and BOC/BRC 2010 and would take a more proactive role in initiating discussion with members at those events.
- The Chairman paid tribute to Roger Hargreaves whose last Board meeting this was, although he would remain a Director until the AGM. He thanked him for his positive contributions to the Board, especially as Roger had always faced very long journeys to and from the meetings. The Board strongly supported this tribute.
- A number of items were not considered due to running out of time.