

THE GRAND NATIONAL ARCHERY SOCIETY

MINUTES OF THE OPERATIONS COMMITTEE MEETING Held on Saturday 13 January 2001 At Lilleshall National Sports Centre

PRESENT:

Mr D Lovell	Director of Operations
Mr P Pendrey	Chairman of Coaching Sub Committee
Mr C P Morris	Chairman of Judges Sub Committee
Mr G Potts	Chairman of Junior Sub Committee
Mrs P Tonkin	Chairman of Target Archery Sub Committee
Mrs A Shepherd	Chairman of International Sub Committee

IN ATTENDANCE:

Mr D Whiteman	Chairman
Mr M Shepherd	President
Mr D Sherratt	Chief Executive
Miss H Palmer	Public Relations Officer
Miss M Humphries	Administrator

1. APOLOGIES FOR ABSENCE:

None.

3. MATTERS ARISING:

i) Election of Sub Committee Chairmen and Sub Committee Members

Operating Committee Structure report dated 20 September 2000:

Recommendation to be put before the Board of Directors: Page 2 (amended):

Election of Sub Committee Chairmen	2002
Election of Sub Committee Members	2002

“Sub Committee Chairmen are to be asked to stand for a further twelve months.”

Carried: unanimously.

Election proposals will be printed in the Spring and Autumn 2001 editions of Archery UK with elections in Autumn 2002.

Graham Potts announced he would be handing over the post of Chairman of Junior Sub Committee to Mark Davis, following this meeting. The agreement to this was given.

4. Current Structure, Composition of and Appointments to the Various Sub Committees; Terms of Reference

It was stressed that there would be a need for a Competitors Liaison Group in the event of the International Sub Committee being disbanded.

There followed a discussion on the role of the Performance Director and liaison with Sub Committee Chairmen. D Sherratt advised of his meeting with Kevin Moore of UK Sport saying that a consultant has been offered by UK Sport to ascertain the role of the Performance Director and whether this should concentrate on strategic/administrative or coaching. UK Sport has stated they offer elite funding for elite archers only; Sport England offer development funding. Barry Eley is looking into this. It was felt that a Performance Director should take overall control of most of the duties that International Sub Committee were responsible for. D Whiteman confirmed that the actions of the Performance Director would be accountable to UK Sport, but responsible to the GNAS Chief Executive.

It was agreed that the International Sub Committee be disbanded, transferring or winding down its responsibilities by the Annual General Meeting in April 2001.

The required Sub Committees would be:

Field, Junior, Coaching, Judges, Target, Disabled.

Please refer to the Operating Committee Structure report dated 20 September 2000:

i) Terms of Reference for the Target Sub Committee

As amended.

P Tonkin does not want Target Committee organizing National Tournaments.

ii) Terms of Reference for the Field Sub Committee

As amended

iii) Terms of Reference for the Junior Sub Committee

As amended.

iv) Terms of Reference for the Disabled Sub Committee

As amended.

This amended report will be sent to Bernie Chapman.

v) Terms of Reference for the Coaching Sub Committee

As amended.

This is to be reviewed once the Performance Director is appointed.

vi) Terms of Reference for the Judges Sub Committee

As amended.

vii) Proposals for Terms of Reference for the Performance Director

A Shepherd considered that the Performance Director should have responsibility for relevant GNAS funds as well as UK Sport funds; they will look at the funding of compound archery, not funding for individuals. The Performance Director would undertake everything concerned with International Target Archery, including what is necessary for compounds.

D Sherratt advised that within the Elite Performance Plan currently being drawn up, a programme of events until 2004 has been drawn up and that names for funding were being considered.

viii) Team Uniform

A Shepherd would like to continue in her role as Team Uniform Co-ordinator, being responsible to the Director of Operations. This was agreed.

ix) Questionnaires

The current system for completing questionnaires is to remain in place, but it will need reviewing. This could be part of the Performance Director's remit, or it could be delegated. The current co-ordinator has expressed a desire to hand over this role.

x) International Competitors Liaison Group

D Lovell stated that this was originally set up to overview international competitors, but should be restricted to GB Team Representatives, providing they have been a past member of the team within the last four years. The group will comprise four people: one field member, two of any gender across the categories and one disabled member and will be responsible to the Director of Operations. Terms of Reference are to be agreed.

5. Recording of the Business of the Meetings and Distribution of Reports to Interested Parties

All meetings are to have written reports. A Shepherd agreed to prepare the minutes for future Operations Committee meetings. These will then be passed to the Committee for checking before going to print in Archery UK. Copy dates will be supplied by the editor to enable meetings to take place beforehand.

Proposal: "That minutes from Operations Committee meeting be distributed to regions, counties and interested individual members within three weeks of the meeting taking place."

Carried: unanimously.

The software for the GNAS website news page is being updated to enable it to be inputted by the office in conjunction with H Palmer.

H Palmer proposed issuing a newsletter on a monthly basis and asked that chairmen e-mailed information to her by the last week of each month with the newsletter being distributed during the first week of the following month. She has prepared a template to use and this will be e-mailed to each chairman. The newsletter is to be e-mailed to regions and counties. This was agreed. This process will keep the membership informed on what progress is being made at any one time. Decision made will be announced via Archery UK.

D Sherratt requested reports from Sub Committee Chairmen in preparation for the agenda for the GNAS Annual General Meeting.

6. Procedure re Changes to Shooting Rules

Following a proposal of any rule changes which are published in Archery UK, six to eight weeks will be allowed for comments to be received. Once these have been reviewed, the final proposals will be put before the next Operations Committee meeting, published in Archery UK and posted on the website. Approved changes will come into force on either the following 01 March or 01 September thereafter, instead of the current two years time scale. Amendments would continue to be published every two years (in the April of even years).

G Potts asked that confirmation be sought from the Board of Directors of the powers delegated to Sub Committees. **D Whiteman to action.**

7. Proposals re Age Groups for Juniors

The proposals will be withdrawn from the Extraordinary General Meeting. **P Tonkin to action.**

8. International Team Events – Issue of Self Funding and Events to be Funded 2001

It was agreed to work to a twelve month timescale in order to fit the programme to the budget. It was agreed that preparations for next year's budget would commence in May 2001 with figures for 2001/2002 and 2002/2003 to be supplied by the Sub Committees.

It was confirmed that £67,000 had been allocated for international competitions overall.

Part of the programme is included in the World Class Performance Plan currently being drawn up.

The international trips to be funded are:

▪ <i>World Indoor Championships</i>	<i>£11,000</i>
▪ <i>World Target Championships – China</i>	<i>£11,000</i>
▪ <i>World Games – Japan</i>	<i>£11,000</i>
▪ <i>European Field</i>	<i>£11,000</i>
▪ <i>Europa Cup Final</i>	<i>£11,000</i>
▪ <i>BPA European Championships</i>	<i>£11,000</i>
<i>Total</i>	<i>£66,000</i>

On the issue of self funding, it was felt that whilst agreement could be given to send teams that are totally self funded, there should be no mixed teams of funded and self funded archers.

D Sherratt proposed the principle that self funded archers should pay at least 50% of monies payable before a competition commences, rather than have the GNAS reclaim all the monies at a later date. Also that a formal contract is issued so that all parties are aware of their obligations and that detailed invoices are issued. This was agreed.

9. Issues Arising from the Meeting with International Archers in December 2000

This was discussed briefly but no report had been received. It will therefore be on the agenda for the next meeting.

10. Financial Accounting Codes

The current codes used on the Sage system are to be simplified; a proposal will be forwarded to Sub Committee Chairmen for comments. **D Sherratt to action.**

11. Timetable for Future Meetings

Awaiting copy dates for Archery UK. **A Shepherd to action.**

12. Any Other Urgent Business

None.

Meeting closed 4.30 pm.