



Draft Minutes of the AUK Board Meeting held at the IBIS Hotel, Birmingham 9am, 7 October 2015.

1. To record those present and accept apologies for absence.
 - a. Attending: Chris Boulton (CB), Chris Crossland (CC), John Sabine (JS), John Ward (JW), Martin Foley (MF), Mike Wigley (MW), Peter Lewis (PL), Paul Salmons (PSal), Paul Stewart (PSt)
 - b. Apologies: Lucy McTaggart (LM)
 - c. Observer: Ged Lennox (GL)

CC opened the meeting by displaying a trophy presented to him by AUK as the overseas federation with the second most riders PBP2015, and introduced Ged Lennox who is standing for the post of Communications Director at AGM2015.

2. Approve Minutes
 - a. Minutes of the Board Meeting held at Birmingham on 1 Jul, 2015
Approved nem-con
 - b. Minutes of the Board Meeting held by Teleconf on 27 Jul, 2015
Approved nem-con

3. Matters Arising from Board Meetings held on 1 Jul and 27 Jul

- a. Audax UK Insurance (PSt)

PSt confirmed the insurance policy had been renewed at a similar cost, Item closed

- b. Standardized admin regions (CC/PSal/PSt)

Ref Finance Directors report, Item closed

- c. Policy regarding financial support for event organisers following event cancellation (MF)

MF advised the organiser's handbook is being revised and this will be included in that work. Item closed

- d. 40th Anniversary medals (PL/MW/JW)

PL presented badge designs. These were approved and PL will progress orders as appropriate (2000 Randonneur badges for sale by event organisers will be ordered directly, SR and 40x40 badges as free commemorative badges will be ordered at year end when the numbers are known).

MW has ordered 40th Anniversary mudguard stickers. They will be distributed via event organisers.

- e. LEL 2017 (CC)

CC/PSal/MF met with DW to discuss arrangements for LEL2017 and eh relationship of LEL Ltd with AUK. CC described the meeting as very cordial and productive. The discussion about the viability of a 100hr group was ongoing. On finance, PSal noted the lack of costs for systems in the budget but was very encouraged by the level of detail in the budget and information brought forward from 2013 which was evidence of detailed cost tracking. PL noted no costs for contingency. CC saw no need for the inclusion of AUK Directors in the LEL Ltd team although the dependency on one person, i.e., DW remains a concern.

CB asked about the relationship between AUL & LEL and proposed a Memorandum of Agreement to recognise AUK as the owner of the event and LEL Ltd effectively delivering the event under licence, so as to protect AUK future interests. CC noted the event was a standard event as far as AUK was concerned and that LEL Ltd was a not for not-for –profit organisation. CC noted that the £3k owed by LEL Ltd was effectively ‘written off’ (but not forgotten!). It was agreed that CC/PSal would draw-up a ‘Service Level Agreement’ regarding responsibilities and this would cover Trademark and Intellectual Property issues.

Action CC/PSal

f. Creative Commons Licence for published materials (MF/PS)

MF had determined that asking event organisers to elect for opt in/out for allowing materials to be republished by others was unworkable and that the policy would be that any materials published through the AUK website would be considered covered by the CC licence.

Addendum: In the first instance the CC Licence will apply to Branding and event materials only. Other published materials published through the AUK website including the website itself will remain AUK copyright.

Action MF/PS

g. Replacement for GMAPs & Website (see item 7: Website Sub-Committee)

h. Data Protection Notice (PSt)

The DPA notice has been published on AUKweb, Item Close.

4. AUK Strategy Committee (CB, PL, PSal, PSt)

CB presented his work on the strategy document, noting the need to state core values as these would underpin future developments and also help eliminate ‘ghettos of opinion’. JW noted the internal dialogue was changing as AUK grew in size and the change in structure from being a club to a company. This dialogue would be progressed at the Annual Reunion with an informal meeting led by CB after the formal AGM. PST offered his thanks to CB for his work to-date.

5. Website Sub-Committee (JS, MW, PSal, PST)

Agreed website committee (JS, MW, PSt and GL) to revise documents with a view to progressing a developers brief proposal for the next Board meeting.

PL presented the Invent Partners website. The presence of various ‘under construction pages and old content were noted, and would be removed prior to launch.

Action: PL

6. The Board considered the Merit awards to be presented at the AGM.

7. Arrangements for AGM and Reunion 2015

a. Agenda

PS presented the draft AGM Agenda including resolutions and nominations received. The Board considered the resolution regarding EAPCs and agreed to draft an recommendation to reject. Action; JS To circulate draft.

The Board considered the resolution regarding Mandatory routes. CC noted that in taking the proposal forward it was important that the regulation was applied with a 'light touch'. John Ward proposed 982[c] be dropped as redundant. This was actioned, along 982[d].

b Annual Accounts PSal reviewed the accounts, the major year on year differences being the (a) for the AGM as last year included assisted places for delegates and payment for some venue services, and (b) spend on the website with Invent Partners plus some cost from the year before. Overall the surplus was down from £31496 to £7945.

Paul reiterated the reserves policy to be based on 3months running costs plus commuted membership fees. CC noted that we have expenses to cover for the Website development and maintenance which were estimated at 80k capex and 10kpa for maintenance.

c. Arrangements for the weekend

PS reviewed arrangements for the weekend. Voting at the AGM would follow the same model as last year, with JW as returning officer. Noel Toone had organised a social ride for the Saturday morning.

PSal said that he would organise a display of jerseys for the weekend, to be sold/raffled if possible.

8. Officers Reports

a. Chair

The chair reviewed the proposal by a member to manage the AUK twitter account as a costed service. MF had received expert advice and found the proposal inappropriate and costly. CC had suggested the member discontinue and the member had subsequently hand control of the account back to Ian Hennessey.

CC circulated some notes on the meeting he and PSal had had with Daniel Webb regarding LEL2017. PSal noted the dependence on DW and the need for an effective deputy for resilience and forward planning.

CC reported the LRM validation fee was reducing from 5 to 3EUR as the increasing number of riders was generating sufficient funds to enable the lower capitation fee.

b. Secretary. Nothing additional to report.

c. Finance Director

Apologised for delays in progressing new bank accounts with delegated access and hoped these would be in place for the New Year.

The Abbreviated accounts (which will be lodged with Companies House) were considered signed off subject to some minor corrections.

CC noted the bank account details for 1YTT were held by Roger Cortis and that Roger had left the 1YTT team. Chris Hopkinson would provide details of new accounts. AUK will hold monies pro-tem.

d. Events Secretary

The new BRM calendar has been forwarded to ACP.

Guidelines for overseas events had been prepared with CC.

The status of PROFS which were excluded from AUK insurance provision was queried. PSt to advise. MF noted he had research overseas insurance and could source it at 60p per rider per day.

Addendum: AUK's insurance broker has advised that including overseas events would triple AUK's premium.

MF outlined the situation regarding a member who had applied to run 6/700km calendar events and had been denied, and had subsequently listed the events as Perms and then promoted them as events running a specific day via a dedicated website and a widespread mailshot to AUK members. This was considered an attempt to sidestep regulations regarding the organisation of Calendar events, a situation exacerbated by the events effectively being overseas events/events running in the domain of another ACP affiliate (in fact, ACP itself). It was noted that whilst there was a growing interest in 'group perms', it was expected these would be run on an informal basis, which was manifestly not the situation in this case. MF&JW to progress the matter with the member concerned.

Action MF/JW

e. Permanent Events Secretary

JW noted that the end of season processing was 'complete' thought some perms were still coming in. New Year validation stickers were being despatched.

f. Events Services Director

PL noted that Olive Iles had taken over Brevet Card Production and all concerned were very satisfied with the transition and new service provider. The Validation Secretaries liked the new prefilled organisers return forms and would like to have online payments to go with it PL circulated proposed new designs for the medals and badges. GL to review. Still awaiting finalised results for PBP2015.

PL proposed that he explore options to automate validation of events with mandatory routes with the owner of the gpxeditor website, and this was agreed. PSt noted that other AUK members may be interested, notably Chris Smith who was a DIY Organiser and professional software developer.

Action: PL

g. Membership Secretary

MW noted that the membership stood at 6581 with a male: female ration of 6.5:1. The average age of new members was 41 compared with an overall average of 52.

MW noted that having received his first request for a refund from a member who had subscribed for five years that we now had a refund policy; no refunds.

MW noted that he had received 3 entries for the Nat400 to-date.

9. Any Other Business

PS to organise voting cards for the AGM.

An informal Teleconf would be arranged for the week prior to the AGM/Reunion.

MW to arrange for distribution of 40th anniversary bumper stickers via the Brevet Card Delegate.

10 Date of next meeting

BM: 9am, 9 December, 2015, IBIS Birmingham

Paul Stewart

23rd November 2013