

MINUTES OF THE AUK BOARD MEETING HELD AT THE "HOLIDAY INN HOTEL"  
YORK ON 16<sup>TH</sup> NOVEMBER 2013

The meeting started at 09:11

DIRECTORS PRESENT: IH, PC, SG/KH, JH, LJ, RP, PP, JW & MW.

APOLOGIES FOR ABSENCE: SS and AT.

OBSERVERS PRESENT: Rod Dalitz, Nigel Hall, Paul Stewart and Danial Webb

MINUTES: The Minutes were agreed as a true record.

MATTERS ARISING: There were no matters arising.

DIRECTORS' REPORTS: LJ confirmed having corrected a small balance sheet error shortly after learning of it. The accounts have been scrutinised and can be published in the next Arrivée. Net payments to Directors seem to confuse the payroll accountants leading to some difficulties. She also wanted to confirm there should be a limit of £500 for one-off purchases without reference to the Board for approval and this was accepted. The Club is liable to Corporation Tax in some years, but not others and she is corresponding with Stuart Carrington about the Club's VAT liability and has just received a partial reply from him which became a late agenda item and was discussed at this point. The upshot was that it was agreed to ask him to investigate the position further.

SG/KH had little to report at this early stage in the season and are generally up to date with the validations. Two events from August are still outstanding and this topic is covered separately. At the meeting they advised having agreed to handle LRM validations, and although having seen nothing for the 2012 season, had processed several events in 2013, including L-E-L, of course.

JH and his team are busy with the new season's events. There have been complaints about a few organisers, usually concerning route sheets. Just two megametric events are now in the pipeline – Mille Cymru and a Highlands, Glens and Western Isles 1300. Nigel Hall is making slow progress on booking a start for the National 400. There is another possible venue should this one fall through, but any York Rally tie-in does not look attractive or likely. The team had discussed how to deal with events cancelled because of extreme weather and this topic was also considered at this point. The feeling was this should be an exceptional measure when conditions are actually dangerous rather than merely challenging and the decision to run or cancel is the responsibility solely of the organiser, having received as much information as possible about the prevailing conditions. In some cases, it may be possible to arrange a replacement event akin to a Perm within the following 30 day period. JH stressed he was trying to give organisers flexibility with such a window and it was widely felt that due to the different arrangements on the various events by individual organisers there could be no "one size fits all" solution. For record purposes, the original calendar date must remain valid and SG/KH requested notification of such postponed events to aid their processes. Although refunds are not given, as specified in the Appendices, they may be obtained if the entry was made using PayPal (though this is a cumbersome process.) York Arrows are regarded as belonging to a separate category not to be included in the above arrangements.

PP gave a verbal report mentioning having produced over 19,000 Brevet cards for the year. Apart from the predictable couple, most organisers had been punctual and most had sent their orders by e-mail. The new matt cards are not proving popular and future

supplies will revert to a gloss finish. The previously spare trophy is now in use replacing the broken "Services to AUK" one. Following a request in RP's report a vote was taken for an award for the most meritorious Permanent ride of the season in the Perm Sec's opinion. Four members were in favour with just one against and after further discussion it was agreed to award it, if deserved, from the 2013/4 season onwards.

RP reported a busy couple of months, with the annual Companies House return, preparation of the AGM Agenda and the preparation of the list of award winners all completed punctually.

PC confirmed that systems had been OK since the last meeting. He has archived the 2013 season's results and improved the procedure for future rollovers. He has also made several small enhancements, granting access to Nigel as the new Systems Manager.

MW listed those Auks who had passed away during the year before discussing the separate mailing of the AGM Agenda with renewal notices. A problem has occurred with the mailing to two members where their personal details were visible (discussed subsequently) and members should be reminded to check periodically that the details on file are still valid. He also suggested a Risk Assessment to identify key tasks, document the procedures and decide on ways to minimise the disruption resulting from equipment failure or staffing problems. Commuted membership figures are to be revised to present a more accurate liability for the 2014 accounts. Membership is buoyant at 5650, partly because of the LEL effect which will hopefully persist into the next year or so. He also mentioned at the meeting the New Members Delegate, Ian Hobbs, had advised October had been an exceptionally busy month for new members, with the membership at an all-time high.

LEL: Danial had few items to update: Brevet cards have been sent out, a second batch of jerseys mailed to buyers and all funds due from PayPal have been received. The case against the firm failing to supply blankets is due to go to court in the following week. No defence has been offered and the firm has not, as far as is known, gone into liquidation. He (DW) is willing to organise L-E-L in 2017 but wants different arrangements, such as a part-time salary, funded by the entry fees, with AUK underwriting the event, just as in 2013. The kit from the event is now in storage but is to be available to organisers of longer events. Delivery costs are to be subsidised and equalised to a level (£50?) so as not to penalise distant events. Tim Arnold, who was part of the 2013 moto crew, has offered a space and to source a pallet for kit storage. DW to complete an inventory. ACTION: DW

BRANDING & WEBSITE: Danial and Nigel Hall have chatted leading to a realisation that updating the front end will be a massive job. Danial has also talked to Invent Partners to agree a front end specification. His view is that it should be more like a magazine, with links to items likely to grab browsers' interest, though this approach seems more likely to be evolutionary rather than revolutionary. PC queried the source of such links and précised Arrivée articles and ride reports were suggested. An editor would be required (DW?) for this potentially busy task. No timescale for completion is currently in place and work on such a projected website is likely to be very labour intensive and therefore costly.

CLOTHING: was discussed briefly. DW does not want to subject submitted designs to a committee verdict – as the new logo was – and noted a potential conflict of interest. PP wanted to retain the current supply system with members ordering items directly from the manufacturer to avoid her being a stockholder.

YORK RALLY: The CTC committee for this event seems to have been decimated by resignations, though the event may return in 2015.

DATA SECURITY: Because of an error at the printers, the header sheets for a couple of members were missing, exposing some personal details. (Why the Royal Mail did not notice the absent stamp is unknown and astonishing.) These details are to be removed from future mailings and MW will remind members that the personal details held on their behalf by the Club may be checked on the website and, if required, amended by the member.

CONDUCT OF AGM: JW agreed to deputise for IH during the election process as he (IH) was subject to contested elections and he was party to the process. As Allan Taylor no longer wishes to be a Director, the position of Recorder was not now contested. It was decided JW would supervise the contested roles first before dealing with those with just a single candidate.

The potential establishment of an electronic members' forum was discussed and whether the motion should enjoy Board support. The term "forum" seemed far too nebulous and it was agreed to accept the vote of the floor and to suggest a deadline for implementation. Francis Cooke and Mike Wigley are to check membership details at the entry to the AGM, issuing ballot slips to eligible members, to double as voting slips. In the absence of Jim Hopper, his friend and fellow trikie Edwin Hargraves is to propose a vote of thanks to the committee. Tellers are to be appointed to count votes cast for the submitted proposals.

SANCTIONS: SG/KH complained of an increasing number of organisers using ludicrous excuses for the late submission of results (two still outstanding from August) with no sanctions available to force an improvement in their behaviour. JH suggested they advise his team of such organisers who would then not be permitted to organise further events until the delinquent results had been filed.

Another apparent problem was letters sent bearing insufficient postage which resulted in either a surcharge or a visit to the local sorting office. A £5 fine for such instances was proposed to bring culprits into line and Paul Stewart recommended pre-paid post labels. There was unanimous agreement that he should investigate the possibilities and report back to the next meeting.

ACTION: PS

APPOINTMENT PROCEDURE: SG queried what the selection procedure was for Directors. The answer appeared to be to place an advertisement in Arrivée asking for volunteers who would then be subject to AGM approval. There was general agreement that references should be sought and checked. In addition, if the relevant proposal to the AGM is approved, the situation with roles vis-à-vis Directors be resolved by the next AGM. Paul Stewart believed the change to Article 9 needed further attention; JW agreed and a wide ranging discussion followed.

AOB: LJ requested that timings for Agenda items. KH mentioned a complaint had been received concerning a particular organiser (as also mentioned in JH's report) IH sketched out brief anonymised details, but no action could, or would be taken until all investigations were completed.

DATE AND VENUE OF NEXT MEETING: This was left open as the composition of the new Board was unknown.

The meeting closed at 12:20.