

MINUTES OF THE AUK BOARD MEETING HELD AT THE "IBIS HOTEL"  
BIRMINGHAM ON 7<sup>TH</sup> MARCH 2013

The meeting started at 09:05

DIRECTORS PRESENT: IH, PC, SG/KH, JH, LJ, RP, PP, SS, AT, JW & MW.  
There were no apologies for absence.

OBSERVERS PRESENT: Danial Webb

MINUTES: The Minutes were agreed as a true record.

MATTERS ARISING: MW has placed an order for the new design of mudguard stickers which are due to arrive at any moment. In view of the problems experienced in getting AGM Agendas to members punctually they will be mailed separately in A5 format. Headleys are unable to cope with the layout, but have supplied a quotation to place them in envelopes. SG/KH still wish to have their paper-based organiser returns copied onto disc and agreed with PP at the meeting to hand over the hard copy at the AGM when transport is available.

AGM 2012 RATIFICATION: This is being postponed to an EGM immediately before the 2013 AGM and the Agendas for both meetings are to be mailed with the usual Membership Renewal notice before the circulation of *Arrivée*.

DIRECTORS' REPORTS: MW gave the usual membership statistics with some interesting regional breakdowns, mentioning the team had coped easily with the annual renewals season, despite some issues with the correct PayPal account and address used. Renewal by Standing Order is particularly easy, provided the correct amount has been sent. Sadly some members (soon to be ex-members) have *still* not changed the amount of the transfer. Those who have entered L-E-L may expect further chasing. Members who lapsed in December 2011 have been removed from the membership list while those who lapsed in Dec 2012 will stay on for a couple of months, but will be removed if they enter an event to ensure prior renewal for further events.

*Arrivée* distribution was initially delayed due to red tape between the Post Office and the mailing house. This has now been resolved and no recurrence is expected. A large number of copies addressed to members in the south west have failed to arrive. The fault appears to lie with Royal Mail and MW is investigating further, even though the meeting felt the onus should be on Headleys to solve. In the meantime, anyone missing a copy should contact him for a replacement (these individual copies seem to be more successful) as advised on the website. In the light of this problem, he wondered whether offering password-protected copies of the current issue would be helpful. Following a meeting with a local café owner and sportive promoter when he passed on a copy of *Arrivée*, he suggested using similar copies (not necessarily current issues) as advertising / promotional material including giving non AUK riders on L-E-L a complimentary copy.

Finally, a former AUK member has complained an organiser has mailed a list of his forthcoming events to his previous address. Organisers publicising their events should ensure such details are up to date, deleting outdated records.

SG/KH had little to report but their statistics displayed a small Olympic boost. Organiser validation on the day is popular with everyone; the additional work on the

day being offset by the ease of subsequent administration. The new insignia items are selling well and, being lighter, more can be sent for the same postage.

PC's report was also brief: no system incidents had occurred since the last meeting, the SSL certificate renewed and a Mediafire account created to allow the upload of large files for *Arrivée*. He has made some changes to the website and is currently working on changes for the Events Planner. He is also investigating the likely impact of increasing MemNos to five digits as we are likely to run out of the existing ones within six months. At the meeting it was agreed to change the on-line entry system for juniors to highlight those under 18 where a fully compliant consent form should be submitted at the start of the event. JW mentioned he was looking for several tweaks to the system. There was agreement a web editor and developer are needed for which there is to be an ad in *Arrivée* and possibly for a deputy Systems Manager. A sub-committee comprising PC, JH, IH and JW is to collate and manage all required updates.

ACTION: PC, JH, IH and JW

RP advised all respondents to an on-line poll, on Danial's request to match LEL 2013's sponsorship of a documentary film maker for that event, had agreed to do so (usually specifying that Audax be credited) He (RP) had written to the production company without reply and agreed to chase them with a view to putting a clip on our website. A possible third party insurance claim has become an actual one, progressing at the usual glacial pace.

ACTION: RP

AT noted the Insignia details in the Handbook and on the website had been re-formatted. The Handbook gives details for sales of such items via PayPal <http://audaxmedals.southportcc.co.uk/> and this data is to be added to the website. There have been some problems with the certificates for the 2012 York Arrows. Responsibility for these at ACP has been moved from Suzanne Lepertel to the Faburels. Jean-Gualbert is also dealing with their R5000 and R10000 awards but wishes to have a single contact point with us. AT is happy to take that on as it appears to fall within his area of operations. It was suggested that some classic Perms, such as Diagonales and Raids be resurrected to be ridden for pleasure rather than additional points and a piece is to be written for *Arrivée* to raise their profile.

In his report JH detailed the number of rides published and those still being planned which were broadly similar to last years figures. The Organisers' Handbook has been updated and published on the website. He is intending to collate all knowledge gained from L-E-L to form a National Events Handbook to assist organisers of other large scale events. The Events delegates team is restructuring their regions (a map was shown) to allow JH to stand back to concentrate on strategy and National events, which will consist in 2014 of a National 400 – pencilled in for 20/6. This will be based at the York Rally, organised by Nigel Hall and brief details were circulated. In the meeting he added that John Radford is now on the CTC York Rally committee which will ease the arrangements and AUK should be welcome there as an exhibitor. In addition, Mark Rigby is planning a 1300KM tour of the western Scottish Highlands using hostels for accommodation, hence limiting the size of the field to approximately 50. The likely date for this is 12/7/2014. Andy Corless is also planning an out/back 1000KM from Burnley to Fort William and back starting on 27/6. Main roads will form most of the route with a sleep stop in Glasgow. Basic commercial establishments such as service stations will probably form all other controls. Reverting to this year, arrangements for the 2013 National 400 are progressing. Four controls have been fixed and another is being planned. Half of the route has been ridden though more helpers are needed at the actual event. He suggested that event organisers should compile a set of notes to pass on to subsequent groups to help those with minimal experience and hoped there would be a similar event in 2014 in the South.

In her report SS mentioned the problem with the undelivered batch of *Arrivées* as previously mentioned by MW. Happier news is that Peter Moir has offered his services as Nov. *Arrivée* editor. Although not an experienced Randonneur, his design experience looks promising. The job requirements were detailed, the editorial focus explained and he now has a software package to get used to. He is the only volunteer but she is happy to recommend him, not least because Tim is happy to work with him. The meeting was happy to approve him and for his purchase of the required software (Adobe) to be reimbursed. Toby Hopper was mentioned as having expressed an interest in this vacancy though not having made a full-blown application and SS is to contact him. ACTION: SS

PP has been in touch with a designer and showed prototypes of the new Brevet card design showing a silhouette of a cyclist formed from the names of various events. This was well received subject to the most prominent text reading "Long Distance Cycling" rather than an event name. They should be printed as soon as possible since JW has exhausted his stock. ACTION: PP

LJ had found this quarter a busy one as a result of annual membership renewals but has still submitted the HMRC end of year return. As they are now insisting on on-line reporting, a quote has been obtained from a local accountant of £100 + VAT to set up the system, with an annual fee of £200 + VAT to operate it. Her request to go ahead on that basis was agreed unanimously. LEL2013 have asked for a short term loan in case of need to cover cash flow problems arising from difficulties with PayPal. Following unanimous Board agreement in an on-line poll, she has kept more funds on current account to meet any requested drawdowns. Given the current nugatory interest rates, only a small loss of interest would be involved. ACTION: LJ

LEL UPDATE: Daniaal modelled a prototype LEL gilet and a full zip jersey, each of which would sell for £38.99 with the profit per garment to the company dependant on the number of sales. In passing, it was mentioned that AUK is switching clothing suppliers from Impsport because of the perceived decline in quality after a change of owner.

His written report told that when entries went on sale the 950 available places sold out in less than 12 hours. Subsequently the number of places was increased to 1150 with approximately 1000 actual starters estimated, due to natural shrinkage, but the larger number would still be manageable. The systems and hardware performed faultlessly as did Sue, Keith and Roger in their respective roles. The website has seen additional facilities added, allowing easier changes by the team and, where appropriate, the riders who can also buy merchandise through the site. A system to track riders and their bags has been specified and a separate one for bed bookings written. Both are web-based like the e-mail system to be set up by Aidan Hedley, who will also source the laptops.

Publicity is now being focussed on the actual event and on increasing awareness of it around the control towns. Madegood.org, a social enterprise, has approached them to make a film of the event. LEL will provide £750 towards this and offered office space and dormitory facilities during the event at the Market Rasen HQ. AUK has agreed to match the financial contribution, given "Audax" and "Long Distance Cycling" receive due recognition in return. As in 2009, Damon Peacock will be filming the event as well as riding it himself and a team will be covering another 2009 ancien, Tony Lonero. Tim Wainwright will be at various points on the route, while Charlotte Barnes (a lapsed Auk) will be at the prologue and finish, offering a photo-spread to national newspapers and cycling magazines. Finally, Gary MacGowan will

liaise with media companies covering the departure of the prologue from Buckingham Palace. Away from London, controllers are in touch with local newspapers to foster interest. Updating the written report, in the meeting, he mentioned a very favourable article in *Cycle* and a similar one in a magazine distributed in the Benelux countries.

Inflatable beds, electric pumps for them, blankets and towels are all on order while the larger field has enabled pedestrian barriers rather than scaffolding to be used for bike parks, freeing up volunteers for other duties.

All control handovers have taken place except for Moffat (due within the week). At Eskdalemuir the village hall will be used as the community centre is due to undergo building work. There have been staffing problems at Kirton and Moffat, but Danial is on top of these. The larger available budget has enabled professional catering to be used at some controls, which is more expensive, but reduces the number of volunteers needed. 300 of these have now been registered and Tony Webster is allocating them to the various controls.

A very detailed Risk Assessment had previously been circulated by e-mail, prompting a suggestion that AUK's own might need an update (now that the CTC has based theirs on it!) Danial felt it had been a useful exercise, not only for highlighting potential problems, but also to help him keep on top of the administration. A further benefit was that it was a shortcut to establish competence in his dealings with local councils and other professionals. Negotiations with police and local authorities as far north as Cumbria (where interested) have resolved all issues so far, but there is a chance the Humber Bridge footpaths may be closed due to road works. If so, an alternative route has been devised, but more discussions are planned. The whole route is now finished, will be published on the website shortly and is currently being test ridden and comments received.

On the financial side, PayPal has been unhelpful in allowing LEL access to funds, resulting in a request to AUK for a possible short-term loan (approved, but not yet needed) to resolve cash-flow problems. At the moment, there is approximately £20,000 on current account and the budget estimates the surplus at some £11,000.00 to be made available for future L-E-Ls.

REGS MAINTENANCE: This subject is to be devolved to the existing Regs sub-committee.

YORK RALLY WEEKEND 2013: If we attend this event, there is a certain urgency in sourcing promotional material. Once the graphics are together, PP is to arrange designs and circulate them on-line for approval. (The time to actually produce the screens is, apparently, quite short). It is currently unclear whether this will be a joint stand with the CTC but PP has been asked to source stand alone / flexible stands, A5 leaflets and pop-up banners. In view of the location it was suggested that Keith Benton be approached to take charge of the setting up and dismantling the stand, though he might well delegate the actual hands-on process if he preferred to oversee the work. ACTION: PP

CTC REPLY: The letter from new Chief Exec, Gordon Seabright, had been circulated for discussion and while there are some areas where cooperation is useful, the benefits to the CTC overall are not quite so obvious. In particular, though we have a well established awards structure, the administration of the Tourist Competition in its new guise is not something we are prepared to take on, nor do we see any benefit in processing the membership records for affiliate members under our auspices. There was also some discussion about reopening a dialogue with

British Cycling who seem to be concerned we no longer accept their insurance as covering their members on our events. Danial mentioned there could be an advantage in working together in view of the difficulties in obtaining Moto crews for events such as L-E-L. The upshot was that IH will reply to Gordon Seabright and contact BC to reopen a dialogue. (RP to supply contact details.) ACTION: IH, RP

ACP PARTNERSHIP AGREEMENT: The details of the new Partnership agreement between ACP and AUK for their "Correspondant" were discussed for the appointment of Ian Hennessey, following the resignation of Peter Marshall, though the agreement seems to be virtually unchanged since Peter's time. In this new version KH is given as deputy Correspondant in the appendices and AT (as a French and English speaker) and JH (as an English speaker) are to be added. Once signed, the text is to be published on the website. It was agreed IH should sign a duly amended form. Parenthetically in the exchanges, it was agreed there should be a link on the Entry Form to Ride Regs (SS to ask FC to send appropriately formatted Regs & Appxs to PC for updating and PP is to include these Regs when supplying batches of Event Brevet cards.) ACTION: IH, SS, FC, PC, PP

OCD: An approach from the British arm of OCD (Ordre des Cols Durs – a cycloclimbing club to amalgamate was discussed. Only this preliminary move has been made, generating more questions than answers. One suggestion was for them to belong to a small section within AUK with their own page or so in *Arrivée* (OCD Corner?) but perhaps a piece in this magazine as publicity in the first instance might help arrest the decline in their membership. If this merger is to progress, more information would be needed, though adding the Club to our list of members, once the question of subscriptions has been agreed, is perfectly feasible. Certainly, more concrete details are needed in terms of the number of members, their financial position and how they envisage the two clubs coming together. Accordingly, RP is to contact Rod Dalitz (OCD) and Steve Snook; whose AAA fiefdom is closest to theirs for their contributions as to how they imagine it would work best. Their responses can then be analysed at the next meeting and hopefully a mutually satisfactory solution found. ACTION: RP

VACANCIES: The *Arrivée* editorial vacancy seems to have been filled, so the only current Board vacancy is that of Press Secretary and fortunately Danial as a previous incumbent was present to share his experience. He had had no luck in getting articles published in *Cycling Plus* which he described as "Sportive obsessed" and *Cycling Weekly*, "Almost wholly racing biased". Other journals were hardly more co-operative, though as noted earlier, *Cycle* has printed a very favourable piece on L-E-L. As a likely volunteer, Toby Hopper is to be approached to gauge his interest and DW agreed to write a new job description to be published in *Arrivée* and on the website.

AGM MATTERS: The keepsake trophies given to winners are not popular: engraved crystal glasses were suggested as a decorative and useful alternative option. The trophies are currently kept by PP who renovates them as necessary. She will investigate better keepsakes / replica trophies and bring some brochures to the next meeting. Graham Wyllie has complained on *yacf* of not having been notified of winning an award. Normal practice is for trophy recipients to be advised as they may wish to participate in the Dinner and Prize giving, but in this instance, it was not done. Equally, non-attenders do not receive their trophy (obviously) nor are the sent replicas. JH believed all winners should receive such replicas and it was agreed in these circumstances PP will source a suitable trophy and send it when available with a letter of apology written by RP. For future seasons, RP offered to advise all trophy

winners of their success as soon as the results are known, telling them to contact PP if they wish to participate in the AGM / Dinner weekend. ACTION: PP, RP

Several members are concerned that the AGM should start later to enable them to maximise cycling time. As the Dinner is scheduled to start at 19:30, the AGM should finish by 19:00 enabling members to freshen up for the meal. It was proposed by LJ and seconded by RP that the AGM should not start until 16:00 – 16:30 and this was agreed unanimously. The quarterly Board meeting is to be held, as previously, before the AGM. IH mentioned that Mark Hummerstone was lined up as MC for the prize giving. Andy Wilkinson had been a popular guest speaker, but the preference was to invite a different guest for the next time, Nicole Cooke being suggested as a possibility.

AOB: JH asked for the BC insurance mentioned in Organisers' data to be deleted. When organisers are dealing with on-line entries (postal entries apparently being unpopular) using PayPal, they should upgrade to Business or Premium status if they want to accept payments from debit /credit cards as well as transfers from other PayPal. This will involve charges, but may be reflected in a different entry fee for this method. PP would like a PayPal account for future AGMs which apparently presents no problems. ACTION: PC

DATE AND VENUE OF NEXT MEETING: Thursday 6<sup>th</sup> June 2013 at 09:00 in the Ibis Hotel, Birmingham.

The meeting closed at 15:00.