



MINUTES FOR THE AUK BOARD MEETING
HELD via TELECONFERENCE
on 13 JANUARY 2021 STARTING AT 09.00.

PRESENT:

Chris Crossland ("CC") (Chairman)
John Sabine ("JS")
Graeme Provan ("GP")
Caroline Fenton (CF")
Ian Hennessey ("IH")
John Ward ("JW")
Daniel Smith ("DS")
Rob McIvor ("RM")
Martin Stefan ("MS")

IN ATTENDANCE:

Kevin Lake ("KL")

APOLOGIES:

Nigel Armstrong ("NA")

1. Opening

The Chairman reported that due notice of the meeting had been given and that a quorum was present. Accordingly, the Chairman declared the meeting open.

CC noted that these were difficult times for the members of AUK's Board, its delegates and its members generally. He said he was conscious that it was important to check that Board members were alright and urged anyone experiencing any difficulties to contact him.

2. Declarations of interest

None.

3. Minutes of Previous Meetings

The following minutes were duly approved:

7th October board meeting

4. Matters Arising from Minutes of Previous Meetings

4.1 Organiser Dispute

Confidential

DS asked about the policy for large events in the future.

IH advised that he was taking a different approach for all events above 600km. He and the regional event delegates would deal with these collectively rather than just IH and the relevant local delegate.

DS queried how significant events would be defined. Some events at 600km or less were also large events.

IH stated that BCM was an obvious example but that some events from around London were becoming significant in size. IH was advocating event caps for new events to monitor and contain the scope of new events.

4.2 Brevet Cards

JW has run out of brevet cards.

RM has printers standing by to print 35000 cards at a cost of approximately £1500. He is waiting for the final artwork from Ged Lennox.

Confidential

4.3 Trophies

RM is still trying to arrange a handover with the Awards Secretary.

4.4 Suspension of Activities

It was agreed there had been no option but to suspend activities nationwide.

GP noted the Board's decision process had become slightly less formal as the national and local changes arose more and more frequently resulting in increased use of the forum to discuss policy. For example, where government regulations and guidance changed

at short notice in such a way that a way ahead was clear, it was necessary to adopt such a course in the appropriate timely manner without recourse to a formal meeting.

MS believed it was valuable to the Board to have collective discussion to share the load ensure the Board can account for all perspectives.

JW thought the forum worked well. He enquired about prompts via email when there is a significant discussion on the forum.

IH felt we should be channelling as much as possible via the forum and not using mixed channels.

JW noted the correspondence he had received on AUK's response to the recent changes had been positive and appreciative.

5. Business

5.1 2021 Events and COVID

JW felt that if the unlocking to come was going to be progressive and localised it would make life very difficult for AUK. It may be that the Board needs to take a very simple approach even if that means having suspensions in place for longer.

It was generally accepted that it was unlikely that any rides would be validated before March/April.

IH was concerned about planning for events after March. He and his delegates are discouraging organisers from committing to non-refundable expenditure.

5.2 AGM

GP drew members' attention to the draft timetable in his report. In particular, those producing reports for the Annual Report should do so by the end of January .

It was unlikely that we would be able to plan a live meeting with any certainty so GP will obtain quotes for a virtual meeting.

GP to consider constitutional changes to establish a reasonable threshold for items of business proposed by members at the AGM.

GP to consider the best method of giving notice for future AGMs.

5.5 Delegate Access

CF is concerned about the number of people who seem to have access to various parts of AUK's back office systems.

Retiring delegates should be asked to delete or return any data they hold.

CF had put a list of delegates and access rights in the dropbox for Board members to mark up. If there was any doubt, the default position should be to remove rights.

5.6 Management Accounts

CC will ask NA to circulate an updated financial report.

6. Directors' Reports

6.1 Chair & ACP/LRM

CC expressed his gratitude for the work done by directors and delegates to do all the hard work that has brought us to this point in the face of all the difficulties encountered, and hoped that we do eventually get into a position in which we can take Audax UK into the future in the way that we can decide.

ACP

The customary annual presentation in January was cancelled.

The sum due on the annual invoice from ACP was considerably less than usual, amounting only to €95.60

LRM

In 2020, LRM events took place in 14 countries including several European ones.

LEL has been postponed until 2022.

6.2 General Secretary

CF noted the new Regulations were on the website but not linked as such. We need to find and agree on the best way of displaying the Regulations. CC noted that he had still to update the links and text in the references to international regulations of ACP, LRM, UAF etc., and would do this in due course. GP to send the Administrative and Awards Regulations to Dave Allison.

GP reported on preparations for the AGM, noting that service providers are offering a variety of packages for virtual meetings which include the usual proxy voting sites in advance of the meeting and virtual meeting facilities for the meeting itself. A draft programme and notice of AGM were noted with the meeting likely to take place at or shortly after 15 May.

GP would continue to monitor the legislation and guidance being issued by the UK Government and the Devolved Assemblies together with the updates from British Cycling, Welsh Cycling, Scottish Cycling and Ulster Cycling.

DS asked GP to ensure that details of meeting dates were circulated to Board members in plenty of time and suggested that a permanent thread should be established on the forum.

6.3 Financial Director

NA had submitted the draft Annual Accounts. These will need to be approved formally by the Board prior to the AGM.

6.4 Membership Secretary

CF reported she was happy with the way the renewals process had gone on the new site.

The maximum number of members reached was around 7900, less than the 8700 reached in 2020, but only to be expected given the pandemic situation. Also, we removed approximately 500 life members from the figures compared to 2020 as they did not confirm their interest in remaining a member or subscribe to Arrivéé, so the real difference is approximately 300. Since the turn of the membership year we now have 6550 active members.

6.5 Event Services

DS asked for clarification on e-brevets and GPS validation.

CC referred him to his correspondence with the Validation Secretary. DS and IH had been copied in to that correspondence. CC believes clear guidance to calendar event organisers is required. He noted that brevet cards were an absolute requirement for BRM events and should also form the basis of calendar event validation. All the information required by the Validation Secretary should be available on the brevet cards, completed by the organiser in the same way that information to be found on receipts, ATM slips, etc. is required to be copied to the brevet cards before submission to the Validation Secretary.

There is an issue with Mileater. CC noted that the handover to a new delegate has not worked out and the new incumbent has resigned. For the time being CC has taken over and will attempt to keep the Mileater going. CC is trying to arrange collection of the materials, diaries, medals, records, member details etc. that will enable him to administer Mileater. He has asked that they be sent to him by courier as being appropriate in the current circumstances. CC would like to contact all 2020 Mileater subscribers to tell them where to send any applications and payments, but has no list of subscribers. CC believes this will go on for a while before he can arrange to appoint a successor.

DS stated that he needed to be included in the decision-making process for RRtY validations in future. He felt that he had been sidelined by the General Secretary during the latest changes.

6.6 Calendar Events Secretary

IH highlighted the difficulties they had been experiencing with Paypal and the fact that Stripe seemed to offer a better solution.

CF asked everybody to identify Paypal accounts being used by delegates to receive AUK funds and any historical accounts.

IH highlighted the team approach he and his regional delegates were applying to all LRM events and more generally.

Suspension of events is done case-by-case., although the Default is "suspended" at present.

Organisers are being encouraged to plan for possible delay/cancellation and 30 entrants or fewer. Many organisers are not yet committing to 2021 events.

The Organisers' Handbook revision is moving forwards slowly.

6.6 Permanent Events Secretary

JW reported that there had been 6000 validations in 2019/20 as compared to 6600 the previous year. He thought this may reflect a move towards DIYs and Perms during the pandemic but will provide further detail in his annual report.

6.7 IT Manager

KL joined the meeting.

Progress lately has been slowed by a lack of developer availability, which explains the relatively low amount spent on IT.

KL is concerned about AUK's current dependence on one developer. There is no easy solution to this problem. The developer does seem to be gathering more of a team around him, which may provide additional support.

KL is working on the framework for deploying the Stripe payment system. He is starting with DIY Organisers and the ECE Organiser.

- 7. AOB
None

8. Closure

There being no further business the Chairman declared the meeting closed at 14.00.

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Chair

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