



**AUDAX**

**UK**

long distance cycling

MINUTES FOR THE AUK BOARD MEETING  
HELD VIA ZOOM  
on 12 January 2022 STARTING AT 0830.

## **PRESENT:**

Chris Crossland (**CC**) (Chairman)  
Graeme Provan (**GP**)  
Caroline Fenton (**CF**)  
Daniel Smith (**DS**)  
Nigel Armstrong (**NA**)  
Andy Yates (**AY**)  
John Ward (**JW**)  
Rob McIvor (**RM**)

## **IN ATTENDANCE:**

Kevin Lake (**KL**) (in part)

## **APOLOGIES**

Ian Hennessey (**IH**)

### **1. Opening**

The Chairman welcomed everyone to the meeting.

## 2. Declarations of interest

None.

## 3. Minutes of previous meetings

Board Meeting - 6 October 2021

Teleconference - 20 December 2021

Approved

AY commented that, whilst GP had added a summary of the October minutes to the AUK Forum shortly after the meeting, the subsequent, lengthy delay in production of the minutes had made it difficult for directors to deal with any action points in a prompt manner. GP apologised.

## 4. Matters arising from minutes of previous meetings

### 4.1 Covid Restrictions

It was noted Wales was in Alert Level 2 with a maximum of 50 people able to attend organised outdoor events. (Note: Wales went back to Alert Level 0 in the week following the meeting).

### 4.2 AGM Update

GP confirmed the meeting would be held virtually by Zoom.

He had appointed mi-voice to manage the online voting.

RM reminded everyone he needed their annual reports by the end of that week and GP reminded those seeking re-election about the deadline for nominations.

It was agreed that, should it be necessary and/or desirable, members should be invited to a discussion forum on Zoom prior to the AGM.

JW agreed to act as Returning Officer. CC thanked him for this, noting that counting of votes cast at last year's AGM had been difficult because of the incomplete Zoom view of those present.

### 4.3 Event measurement

GP had been made aware of issues with the re-measuring of some events using a different system to that previously used, resulting in changes to established routes being required. He felt that where events were established BPs, they should not be subject to such scrutiny lest it should make organisers' lives unnecessarily more difficult.

This was a matter for IH and was deferred to when he was next present.

#### 4.4 Organiser's Handbook

CC noted that it had been recognised over 2 years ago that the Handbook was overdue for updating, and had hoped to find out how that was proceeding. This was a matter for IH and was deferred to when he was next present. DS reported he had sent some updates to IH.

#### 4.5 Confidential

#### 4.6 Consistent Usage of AUK Logo

RM has liaised with Ged Lennox who should, in turn, have sent the necessary materials to Dave Allison. RM has asked GL to avoid making any further tweaks to the logo without approval. CF reported the new version is on brevet cards, badges and Arrivee but not used elsewhere. On that basis, the new logo is probably now the logo.

#### Action Points:

- produce new logo pack for members and organisers
- update stationery
- use new logo on agendas, policies etc
- Board Members should identify uses of old logo and replace as appropriate

## 5. Business

### 5.1 Consider and Approve Annual Accounts

NA presented the Annual Accounts to the Board.

Having carefully considered the form and contents of those accounts, the Board approved the Annual Accounts.

## 5.2 Management Accounts

NA reported the actual outcome for the first 3 months of the financial year had been far better than his fairly pessimistic forecast. He has now updated the forecast to take account of the actual figures.

AUK's balance sheet at 31 December 2021 showed net assets of £221k.

AUK had £320k cash at bank as at 10 January 2022.

NA was confident the uptick in membership would result in better figures for the current year.

## 5.3 AGM Resolutions and Elections

GP reported that with two days to go he had not received any nominations for either the second NED post or for Communications Director.

Two members had proposed that the Peter Tandy Trophy should continue in its current form until a consultation had been completed with the members. There had been some comment in the AGM section on the forum with a range of views.

It was agreed the Board would object to the proposed resolution for the reasons given previously. At the same time, it should be made clear the Trophy should be re-purposed so that it could contribute to AUK's aims and objectives with a particular focus on encouraging and celebrating youth participation.

The resolution to ratify the amendment to Regulation 8.1.2 had also been subject to a range of comments on the AUK Forum. These included the withdrawal of IH's support. It was noted the original proposal to change the Regulation had come from IH.

It was agreed the resolution should proceed as drafted. The Board believed the new resolution had the right emphasis on rider responsibility without introducing carte blanche refunds. GP noted it would be difficult not to refund event fees in certain circumstances.

RM agreed to second the resolution.

**Action Point:** GP to prepare “Board View” on each of the resolutions based on today’s meeting and send to RM for final approval.

#### 5.4 Annual Awards

DS reported he had produced a list of recipients for 2020/21 and passed it to the new Awards Secretary.

CF is working on reconciling membership numbers and ride records from 2000 onwards to account for the re-use of numbers. This should make multi-year awards easier to identify.

GP reported he had written to the recipients of the previous season’s merit awards and advised them they would be presented at the next Annual Reunion.

Once again, GP had received a poor response to his request for nominations.

He had received nominations for Brian and Ann Wigley for the Helpers’ Award.

DS noted Bob Johnson had achieved 10 x Brevet 5000 by January 2020.

CC nominated Damien Peacock posthumously for the Norman Booth Cup as somebody who had brought our sport to a wider audience.

It was agreed to defer the discussion until the April board meeting.

**Action Point:** GP to ask members for nominations.

#### 5.5 Confidential

#### 5.6 Event Entry Demonstration

KL joined the meeting.

KL demonstrated how the new event entry system would work using the test site and sandbox payment mechanisms.

He is targeting moving DIY Brevets to the new system by the end of February and needs as many people as possible to look at and comment on the system before it goes live.

Ideally, he would like a review committee to advise and consult as he moves forwards.

#### 5.7 Procedure for Removing a Member

GP presented a draft procedure which added some detail to the rules set out in the Articles.

After some discussion, it was concluded the draft was not acceptable.

**Action Point:** GP to produce amended draft.

#### 5.8 Consider and Review New Payment Process

KL presented his report to the Board.

DS asked if it was possible to roll back to Paypal if there was an issue with Stripe.

KL confirmed this could even be done on an organiser by organiser basis if necessary.

KL appreciated this represented a fundamental change to AUK's relationship with its organisers and to its business processes. He was therefore seeking Board approval before proceeding any further.

As part of that approval, KL wanted the Board to approve the principle of switching to Stripe from Paypal and also to agree that the switch was non-optional.

RM enquired as to whether there could be good reasons for an organiser to object. KL believed not.

KL explained Stripe offered a good process with the flexibility to split payments as well as other functionality. It could, for instance, be used to separate temporary membership fees from event fees.

Stripe was currently marginally cheaper for individual transactions and particularly where each transaction was under £50.

It was easier to resolve non-payment issues as there was greater visibility over what was being paid to whom.

JW noted the financial implications. He was already processing final payments from DIY Organisers to AUK via Stripe.

JW also noted that nearly all DIY and ECEs were entered with virtual brevets. This meant AUK's fees were collected retrospectively. Switching to Stripe would mean the fee split would happen in advance. There would therefore be a transition period where old brevets were still in circulation with fees outstanding. One option would be to write off those old brevets. It would be far more complex to ask individual DIY Organisers to account for what was already in circulation.

He also noted there was a separate system for the remaining postal entries.

Having carefully considered KL's report the Board approved the principle of switching to Stripe from Paypal. It was further resolved that the adoption of the new system would apply to all and not to system. Following a period of transition, Stripe will be AUK's payment system in future.

CF felt that eventually somebody may need to dictate how the process works and everyone will need to abide by that decision.

## 5.9 Appointment of Web Creative/Editorial Manager

CF reported it had fallen to her and Dave Allison to update the website. She, KL and Dave were putting huge amounts of time into the technical aspects of the website. They recognised the need for somebody with the time and expertise to work on the look and feel of the website and to keep it updated with pictures and news items.

It was agreed to advertise for one or more people to take on the role.

RM is aware of a member who had previously expressed an interest in becoming involved with the creative side of the website and may be worth approaching.

**Action Points:**

- CF to advertise for web creative/editorial manager(s);
- RM to approach potential appointee

AY asked about management of AUK's social media accounts. RM advised it was somewhat fragmented. IH controls the twitter profile but RM has access. IH also controls the facebook page. RM has not been able to establish who owns the Instagram account but it appears to be dormant.

#### 5.10 IT Report

Covered during KL's other reports.

## 6. Reports

### 6.1 Chair

The Chair thanked the General Secretary for his work in completing the introduction to the Annual Report.

### 6.2 General Secretary

JW asked GP about voting in the room. It was noted that Zoom only showed so many people at one time. It was agreed to appoint more than one counter for each vote.

GP reported he was still trying to obtain a suitable insurance endorsement to cover LEL.

The introduction to the Annual report was noted.

### 6.3 Finance Director

NA has identified a need for all recipients of honoraria to produce full ID for HMRC compliance.

The Finance Director's Annual report was noted.

### 6.4 Calendar Events Secretary

The Calendar Events Secretary's Annual report was noted.

### 6.5 Permanent Events Secretary

The Calendar Events Secretary's Annual report was noted.

## 6.6 Events Services

The Events Services Director's Quarterly and Annual reports were noted.

DS will undertake some research into the current situation with young people and endurance events and report back to the next Board Meeting.

## 6.7 Membership

CF reported that, as at 31 December, membership numbers were at their highest ever level.

The Membership Secretary's Annual report was noted.

## 6.8 Communications

RM is liaising with Liam Fitzpatrick regarding agreed response processes for any incidents on LEL.

## 7. Meeting Dates

AGM - 12 February 2022  
Board Meeting 6 April 2022  
Board Meeting 6 July 2022  
Board Meeting 5 October 2022

## 8. Any other business

None

## 9. Closure

There being no further business the Chairman declared the meeting closed at 15.30

Chris Crossland  
Chair

10 February 2022

