

**Executive Board Meeting Minutes held on 27th July 2019 at
SportPark, Loughborough**

Circulation: Board, Senior Management Team, Group Leads, Hub Staff

Directors Present	Titles
Adam Walker	Chair
Clare Francis [CF]	Senior Director (Independent)
Simon Griffiths [SG]	Director
Ian Wall [IW]	Director (Independent)
Freda Bussey [FB]	Director
Richard Harrison [RH]	Director
Jefferson Williams [JW]	Director
Staff Present	
Janet Inman [JI]	Chief Executive Officer
Stewart Dunne [SD]	Chief Operating Officer
Samantha Jamieson [SJ]	Core Market Officer
Apologies	
Seyram Atubra [SA]	Director
Emma Clouston-Jones [ECJ]	Financial Controller

EB/18-19/36 Welcome by the Chair

36.1 Apologies

Apologies Seyram Atubra & Emma Clouston-Jones. Freda Bussey delayed but arrived at 11.05

36.2 Director Conflict of Interest Disclosures

None

36.3 Approval of Agenda

Approved

36.4 Previous Minutes

36.4.1. Confirmation

Board Members confirmed that the minutes of 24th November 2018 Board Meeting were a true and accurate record.

36.4.2 Matters Arising

The actions were reviewed, and each was already going to be covered at the relevant point in the agenda so would be reviewed then rather than now save for the below.

36.5 Chairs Report

As AW will input to items where he feels appropriate throughout the meeting and the bulk will be preparation for the AGM

EB/18-19/37 Executive Report via CEO (Matters Arising)

37.1 Commonwealth Games

JI reported that the GWF had agreed to the inclusion of Beach Volleyball in 2022 and we now await final confirmation from the member Federations when the decisions will be officially announced.

37.2 SMT restructure

JI confirmed that initial interviews for the CEO role had taken place and 3 had been shortlisted for final interview on the following Monday.

JI also confirmed that the interviews for Deputy CEO had been carried out and concluded with Samantha Jamieson confirmed as the new Deputy CEO as from 1st August 2019. The board congratulated SJ on her appointment and the chair complimented SJ on her interview.

JI confirmed SD had decided not to apply for the CEO role and would be leaving VE in the middle of October.

EB/18-19/38 Finance

38.1 Ratification of accounts

IN ECJ's absence SD reported that the draft accounts were considered to be true and accurate by the auditors save any adjustments required following the VAT review of prior years.

ECJ is working with Duncan & Toplis to arrive a final position at some point in August.

38.2 Financial Position

SD outline the current financial position which was deemed to be on budget. As we approach the new registration and affiliations period, we as should be the case will be during August out most cash positive. This income of course feeds the next 12 months.

On a very positive note registration fees for the NVL were now being handled by VolleyZone and had seen no major issues in terms of revenue generation and payments.

EB/18-19/39 Ratification of Officers standing in elections

- 39.1 Vice Chair – SID Clare Francis
- 39.2 Independent Director – Ian Wall
- 39.3 Independent Director – Andres Hernandez
- 39.4 NED – Brendan Fogarty
- 39.5 Regional Lead – No applications
- 39.6 Sitting Volleyball Lead – No applications
- 39.7 Coaching Lead – No applications

It was agreed that following the AGM suitable post holders will be sourced from the Volleyball community.

The board welcome the addition of the 2 new members whose skill sets will meet gaps highlighted following the recent skills gap analysis.

EB/18-19/39 Ratification of Articles & Framework

- 39.1 Following last year's comprehensive review it was felt that no major issues had been raised that necessitated any additions.

The only outstanding issue now surrounds the disciplinary procedure and the subsequent sanctions therein. JI & CF are working on this are expecting to have this work completed in time for the November board meeting.

EB/18-19/40 Meeting Finalisation

- 40.1 Review actions to be taken
As per the minutes of the meeting.
- 40.2 Meeting evaluation
- 40.3 Next meeting
- 40.4 Meeting close