MINUTES OF THE ANNUAL GENERAL MEETING
OF
TRIATHLONSCOTLAND
HELD ON
SUNDAY, 07 OCTOBER 2011
AT THE EICA IN RATHO

1. WELCOME AND APOLOGIES

The President welcomed everyone to the meeting. Apologies were intimated on behalf of Catriona Morrison, Jane Askey, Duncan McArthur, Graham Coull and James Barfoot, Graham & Tricia Milne


2. INTRODUCTION – PRESIDENT

Geoff Earl reported that the sport has continued to grow fantastically with increases being seen in memberships, clubs and those racing in Scotland. There was also a significant increase in children who were participating in triathlon, with the successful aquathlon league which Fusion Triathlon Club won again this year. There have also been successes for the development squad. Geoff also mentioned that the organisation was becoming more professional and this was obvious in a number of developments and improvements that had been achieved over the last couple of years. Keeping up with this growth and development will always be a challenge for a small organisation with limited resources particularly in relation to staff time.

Geoff thanked all the staff for their efforts to date.

3. MINUTES OF 2010 ANNUAL GENERAL MEETING

The minutes of the 2010 AGM were approved as an accurate record.

They were proposed by David Jack and seconded by Peter ness. There were no matters arising.

4. ANNUAL REPORT

The Annual Report was presented to the meeting by the Chief Operating Officer, Jane Moncrieff (copy on file). Jane Moncrieff echoed Geoff Earl’s introduction and highlighted the strong relationship with BTF (British Triathlon Federation) on welcoming Zara Hyde-Peters to the proceedings. Jane Moncrieff thanked the staff team which has expanded in the last year and has brought with it increased visibility for TS, and continued growth. Jane highlighted sportscotland’s continued investment in the sport which sees the same money being invested as the previous year, but continuing forward we must try to attract further external investment and sponsorship. The 2011-2016 business plan has now been finalised and is available on our website. All attendees were invited to watch a video highlighting some of the successes of the previous year.
5. **ZARA HYDE-PETERS**

Zara highlighted the tangible difference between the 2011 awards and the awards she attended two years previously and congratulated *triathlon*scotland on their continued growth and professionalism. Zara echoed Jane Moncrieff’s thoughts on the strong relationship between BTF and TS. BTF are dependent on TS members and the home nation, and BTF will continue to work closely with TS to maintain this strong relationship. Zara highlighted the importance of the legacy of the Olympic and Commonwealth games. She gave an example of this legacy in the continued mentoring and support Catriona Morrison gave Katie Hewison (née Ingram) during and after the World Duathlon Championship in Edinburgh. Katie went on to take the World Duathlon Championship title this year and is an example of how the support and impact of Catriona’s legacy cemented her own. *Triathlon*scotland continue to provide opportunities for legacy in para-triathlon also, with its inclusion in Rio 2016 and Jane Egan as current world champion for the second year running.

Despite the excitement and prospects for triathlon, it is important to remain mindful of the challenges presented as a fast growing sport and organisation.

6. **FINANCIAL REPORT**

Copies of the Audited Accounts for 2010 were presented (copy on file). Alan Skilling noted that he is *triathlon*scotland’s auditor and is not part of the Executive Committee. The reserves are positive and healthy at £122,000. This is likely to fall to £100,000 in light of catching up for the upcoming years; the company as it stands is likely to spend £20,000 more than income.

The aim is that the reserves are kept at this level to ensure that the business could continue to run should there be shortfalls in funding or the business was wound up, it would allow staff to be paid during this process. The current management accounts show a healthy balance.

It was proposed by Geoff Earl and seconded by Jill Bennett that the Accounts for the Year ended 31 December 2010 be approved.

7. **MEMBERSHIP AND RACE FEES**

Jane Moncrieff reported there has been no increase in membership fees since 2007. A membership review was undertaken to review structure and cost of TS Membership- In the past, it was acknowledged that some people received free memberships which didn’t account for anything whilst racers bought race licences. This year, members have only been issued with one card which has been their membership which includes their race licence. This year it is proposed that the term ‘membership’ be used and for this to include the ‘race licence’, in order to keep the term clean and clear to understand, rather than continue to confuse over the two.

Increased costs to TS from insurance, admin, overheads and a doubling of the staff team over the last two years means there is a proposal to increase the cost of membership. The organisation continues to develop and has aspirations to develop further. The increased membership income would allow us to do this. A positive development for club members is that the current TS Individual membership of £34 will remain the same in 2012 with a proposal to increase to £36 in 2013. This should help to encourage people to join a club and help the clubs to develop further. It was proposed to increase TS Individual membership (those not a club member) to £38 in 2012 with a further increase in 2013 to £40. It was proposed that a new family membership be introduced, particularly to eliminate admin for families, who currently have to input every family member individually for a membership. (Copy of all membership cost proposals on file).
John Bennie queried the difference between ‘family’ and ‘family club’. Jane confirmed that ‘family’ would not be members of a club and ‘family club’ would be members of a club.

Stewart Bailey queried whether the proposed changes would impact on club affiliation fees. Jane confirmed there would be no change to the current club affiliation fee.

Stewart Bailey queried what the expected increase in new members versus non-members would be in light of the membership proposal. Jane explained that this would be difficult to ascertain at the moment and is something that will be reviewed over the course of 2012.

Stewart Bailey queried the incentive for non-members to become members and suggested there is none. Jane and Geoff highlighted the incentives of membership including insurance and a race licence but just as importantly help the sport to develop.

David Jack queried why a lot of people who race appeared to not hold memberships - Jane and Geoff explained that people who may only do a couple of long distance events may not see a need to take out membership given its interpretation as a ‘race licence’, nor would somebody who did not race domestically. Further to this, Jane added that dropping the term ‘race licence’ and having a membership which also includes a race licence is a much cleaner term and may be easier for people to understand, in terms of taking one out to support the sport. A benefit to this also may be that new club members may be more likely to take out a membership if they know it is in order to support the growth of the organisation and the sport. The membership fee change was proposed Jane Moncrieff and seconded by Geoff Earl

8. ANTI-DOPING RESOLUTION

Triathlon Scotland are currently non-compliant with the UKAD anti-doping requirements as we currently defer all Anti-doping responsibility to BTF but do not cite this in our memos and articles. In order to become compliant and to ensure our Scottish Athletes are properly compliant we are required to add an additional clause to our memos and articles. This was proposed by Jane and Geoff seconded the proposal. These will now be amended accordingly and the revised version will be placed on our website.

9. ELECTION OF DIRECTORS

Director of Finance – It was proposed by the Executive that Stephen Morrow be appointed as Director of Finance. There being no other nominations Stephen Morrow was elected onto the Board as Director of Finance.

10. APPOINTMENT OF AUDITOR

It was proposed by David Jack and seconded by Geoff Earl that MacFarlane Gray be reappointed as the Auditors for 2012.

There being no other business the Chair closed the meeting at 1600.