



ENGLISH KARATE FEDERATION BOARD MEETING

Venue: Ponds Forge International Sports Centre

Address: Sheaf Street Sheffield S1 2BP

Saturday 22 January 2012 @ 13.00

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| <p>Present: President - Carl Lindley, Vice President - Andrew Genery, Company Secretary - John De Bono, Treasurer - John Moreton, Registrar Kevin Barrett Directors - Ticky Donovan OBE, Steve Coupland, Chris Thompson, Mark Symonds, WKF Rep - Michael Dinsdale; Invited guest – Patrick Walton (new Treasurer 2012)</p> | | |
| <p>Apologies sent: N/A</p> | | |
| <p>Minutes taken by John De Bono</p> | | <i>Actions</i> |
| | <p>Minutes were read and agreed by the Board from the meeting that took place on Saturday 10 December, signed off by the President.</p> <p><i>Actions from meeting 10.12.2011.</i></p> <p>Risk Assessment template. AG emailed his Association template, AG to remove his Association logo and replace with the EKF for board approval, so it can be used by other Associations.</p> <p>The risk assessment is on a PDF file which AG can't remove logo, to email KB to remove, so the EKF can use this form.</p> <p>BKF Constitution: JM has now received the copy, will look into to see how this affects the EKF. So the EKF know what they are working to, JM to read and feedback to the Board.</p> <p>There are still two issues outstanding; 1st the Constitution and 2nd the accounts.</p> | <p>AG to send to KB to amend and circulate</p> <p>CL to re contact Terry C and to highlight concerns from JM.</p> |
| 3 | <p>CL: Welcomed Patrick Walton on to the board as a non-voting Director;</p> <p>1. Election of new Treasurer:</p> <p>As the existing Treasurer JM has now resigned, the Board need to elect a</p> | |



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| | <p>new Treasurer. It was proposed by MD and seconded by AG to elect PW as the new Treasurer, all in favour. It was also proposed by MD and seconded by AG to change the mandate and add PW. JM to stay on as additional signatory. All in favour, motion carried.</p> <p>Patrick gave his email address out for all members to contact him.</p> <p>4 CL: Line Management to NC Kumite; Board had invited WT so they could express their concerns, but he was abroad at a competition. The NC job description cannot be changed, to look at performance only. There are still a number of issues with the sessions that are being conducted e.g. risk assessment, forms, medical cover. CL has indicated that WT is hard to tie down and felt that it's not appropriate for him to line manager WT. JM proposed for CL to write to WT with the issues that board members have raised, these need to be documented and recorded. CL to send out an email for directors to highlight issues. CL made a list of concerns that were voiced by the board to bring to WT attention. TD asked for a licence check at all Regionals and competitions. There was a short discussion on the management of the NC and the board expressed their views to AG. MD proposed and seconded by KB that AG will remain as WT manager by a majority vote.</p> <p>5 MD: Photos - Video links; Differed</p> <p>6 2011 Paris Open squad payments; Withdrawn</p> <p>7 Sue Mason; Differed</p> | <p>To change bank mandate and add PW.</p> <p>CL to write to WT with the Boards concerns.</p> |
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| <p>8</p> | <p>Chaperone duties in Azerbaijan; Coaches to be involved with chaperone duties. A long discussion took place whether the EKF should be sending chaperones without EKF CRB's to Azerbaijan. It was agreed to give TD a float of £2,000 for emergencies. MD to get new codes from Greece for squad to be registered. CL to ask LL to do the registrations for Azerbaijan. JDB brought up the handbook for the squad and parents, SC said that he had started it and he would be sending it to the squad.</p> | <p>MD to get new WKF codes for registrations. CL to ask LL to do registrations.</p> |
| <p>9</p> | <p>Date of AGM & paperwork to go to HoAs; Date for the AGM to be 29 April 2012 Holiday Inn Coventry. JM to try and get discount on room hire and book venue. HoAs need to be informed of EGM beforehand as addendums to Mem-Arts need to be made. Paperwork to go out by Admin by 18 March leaving 42 days, agenda 28 days before AGM.</p> | <p>JM to book venue CL to speak to LL to send paperwork out.</p> |
| <p>10</p> | <p>Squad sponsorship from EKF; This was discussed in great detail of the feasibility, PW to do costing on viability of rewarding medallists. To look at TD's tiered scale.</p> | |
| <p>11</p> | <p>Regional Squad Training; It was agreed that the board need to agree the forms, venues should be more central for all to train. Southern Regional have still not sent in the accounts from December to JM. Kata to be taken out, as only teams can take part not individuals. Jon Mottram to come up with ideas on how to move this forward, to work with Ady Gray. Can the Kata & Kumite be kept separate and not be held on the same day. There was a long debate on the route to the A squad from the Regionals, which the Board were against in the first place, but it seems that is what is happening for 2012.</p> | <p>TD to liaise with Jon Mottram</p> |



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| <p>12</p> | <p>Liz Legg role & JD; KB to draft job description for LL. To look at adding to the role of organizing competition trips, EKF registrations and registrations for competitions (WKF-EKF). It was agreed to start paying her from 1st January 2012 paid monthly at the end of each month £420, subject to agreeing JD. LL to be self employed and to invoice the EKF.</p> | <p>KB to draft JD for job role</p> |
| <p>13</p> | <p>Medic for Azerbaijan; Mo was unable to go due to starting a new job, it was agreed to ask Dave Inman if he would go. EKF to pay DI £1100 for loss of earnings. Proposed MD and seconded CT 1 abstained. SC has contacted the British Embassy in Azerbaijan. JM to contact St. Benedicts to see if the squad are covered for insurance for the trip.</p> | |
| <p>14</p> | <p>AOB:</p> <ol style="list-style-type: none"> 1. EKK JM to get legal advice on whether the EKK can be reinstated, as there are also issues with them not licencing all their students. 2. AG explained the crowd funding pitch which he emailed the power point presentation to the Board. This involves people asking for help by giving a £1, where one of his student's raised £2000. This can go on Facebook or Twitter. AG to speak to George and get back to the Board. 3. If an Association wants to join the EKF and declare 300 members they should buy and licence the 300 members within 30 days of being accepted. | |
| <p>15</p> | <p>Date of next meeting: TBA (possibly London in March), Meeting finished at 6.15 pm</p> | |