

MINUTES OF THE YCBA MANAGEMENT BOARD MEETING HELD ON TUESDAY 30 JANUARY 2018 AT THE GARFORTH HOLIDAY INN COMMENCING AT 7.15 PM.

PRESENT: Nick Woolven (Chairman), Julia Staniforth (Secretary), Stuart Davies (Tournament Secretary), David Guild, John Hayton, Robin Jepson and David Waxman.

In attendance: Philip Mason (YCBA President).

1) APOLOGIES AND DECLARATIONS OF INTERESTS

Apologies were received from Board members Phil Godfrey, Janet Latham and Lesley Millet.

Ron Millet (invited attendee as an EBU Director also apologised).

There were no declarations of interests in respect of any agenda items.

2) MINUTES OF PREVIOUS MEETINGS

The minutes of the Management Board held on 29 August 2017 were agreed as a correct record and signed by the Chairman. The minutes of the Tournament Committee meeting held on 26 September 2017 and Notes of the Members Meeting held on 26 November 2017 would be presented for consideration to the next meeting.

3) MATTERS ARISING FROM THE MINUTES

a) Easter Festival Venue

Although the Tournament Committee had agreed to hold the event at the Craiglands Hotel Ilkley for a further year, due to a change of management at the hotel the previously agreed booking had not been confirmed and the playing rooms still available included the conservatory which was deemed unsuitable and as a consequence the Hilton Hotel in central Leeds had been booked.

b) Data Protection Regulations

A paper had recently been received from the EBU which confirmed that permission was needed from any person whose personal details e.g. email/telephone were published. It was agreed that in future no home addresses would be published and that these should be removed from the website as soon as practicably possible and the next printed competition brochure. All those in attendance at the meeting agreed to the publication of their email and telephone number and those not in attendance would be contacted separately. The published list of match secretaries also included home addresses and the full list would be removed from the website shortly after the completion of the current season's fixtures. Arrangements would be made as part of the collection of next year's information to seek permission to publish email and telephone numbers of match secretaries. Arrangements would be needed to collect permission from club secretaries to publish email and telephone contact details and it was felt the most appropriate way was to request a 'Privy Notice' template from the EBU and adapt accordingly.

c) Administration of Simultaneous Pairs Events

Following the Tournament's Secretary's decision to relinquish the administration of the simultaneous pairs events, no offers for a successor had been received. As a consequence the EBU had been asked to organise the Margery Cartwright event in February 2018 at a cost of £25 + £0.10 per player. A volunteer from Leeds BC had agreed to provide a commentary (with a payment of £20 to cover expenses), printing costs for 400 booklets would be in the region of £200. The issue of the donation to charity was raised and it was agreed that this continue at £200 for the winning pair.

Whilst a volunteer was still being sought it was felt that the EBU charges were not unduly prohibitive. The Tournament Secretary explained that the work included the

collating of the results from approximately fifteen venues, calculating points for the Victor Ludorum prize winner and distribution of prizes.

4) MEMBERSHIP CRITERIA

Consideration was given to a paper (attached) circulated previously by John Hayton which had been prepared in discussion with the Vice-Chair and Robin Jepson based on previous views of the Board. It was recognised that the changes (which would be subject to approval at the AGM by a two thirds majority) required a substantial amount of work over the next year to collect the membership data from all 35 affiliated clubs and then ongoing maintenance of the Pianola database. However as there was a likelihood that there would be a requirement under the latest data protection regulations to collect permission from members to store and use personal data this would be facilitated at the same time. It was known that at least two clubs had been unwilling to share membership data in the past and so may not comply with any subsequent request and the data would need collecting from individual members.

The maintenance of the Pianola database was raised as it was known that no maintenance had been undertaken and therefore many records were out of date and it was a concern where deceased members had not been removed. Further work was therefore required with clubs to ensure they were aware of the requirements to manage membership data through a sound process and the consequences of failing to do so. John Hayton agreed to support this work and David Guild would contact the Membership Secretary to discuss the progression of the work over the next year.

The Secretary enquired as to the terms and conditions that were referred to and it was explained that this related to the constitution and any other policies adopted and that the wording may need slight amendment and a final version would be circulated in the near future.

Robin Jepson was asked to review the competition rules in preparation for the proposed changes.

5) SUCCESSION PLANNING AND ROLES AND RESPONSIBILITIES

The Secretary reported that due to personal and professional commitments she would not be seeking re-election as Secretary and would need to relinquish some responsibilities prior to the AGM. David Waxman had previously confirmed that he would not be seeking re-election to the Board and would cease to be the editor of the YCBA News after the next edition.

A volunteer to produce the Yorkshire League fixture list in future years had been identified and would work in conjunction with Philip Mason on next year's fixtures.

6) SPONSORSHIP OF YOUTH INTERNATIONAL

Daniel Winter had been selected to play for England in the World Youth Team Championships in China and was seeking sponsorship as funding was not provided by the EBU. The Bridge Development Committee had suggested a 'Just Giving' website so funding could be given direct and had agreed an amount of £200.

7) TOLLEMACHE REPORT

This had been given at the Members Meeting and whilst the team had not qualified for the final in spite of victories over the two qualifying teams it had proved a valuable experience for the five players who had not played in the event previously.

8) REPORT FROM NORTHERN BRIDGE LEAGUE REVIEW MEETING

The main change from previous years was that Manchester will field an additional team in the 'C' division increasing the number competing to eight along with six in the 'A' division

Signed:------(Chairman)

Date:-----

and eight in the 'B' division. Dates and venues had been finalised and included an 'A' venue at Sheffield for the first time with additional Yorkshire venues due to the unavailability of Manchester BC. There were no changes to the fees and charges for the forthcoming season.

Yorkshire SE had won the 'C' division for the third year in succession and a team would be selected to play in the national final in June 2018.

9) REPORT FROM EBU AGM

This had been documented at the Members Meeting and included changes to UM (P2P) rates/club affiliation fees along with the removal of the P2P rebate from April 2018.

10) ISSUES ARISING FROM THE MEMBERS MEETING

The attendance had been disappointingly low but those attending had contributed to discussion on membership issues particularly retaining and increasing members. As a consequence David Guild had visited Harrogate BC where a Development Committee had since been formed.

11) EBU COUNTY NEWS PUBLICATION MATTERS

The publication dated November 2017 included notification that advice on safeguarding in respect of activities that included young people aged under 18 and vulnerable adults was available on the EBU website. Also recommended was that counties publish financial information on the website and it was agreed that the annual accounts from 2017/18 should be published on the website.

12) ANY OTHER BUSINESS/ITEMS FOR FUTURE MEETINGS

a) Appointment of an additional member to the Conduct Committee

A conduct complaint had been received and referred to the Conduct Committee. However two members of the committee were deemed to have either a direct or indirect involvement with the defendant or complainant and consequently there was a need to appoint an additional member of the committee to consider this allegation. It was agreed to appoint J Hayton. R Jepson would contact the two members of the Conduct Committee to notify of the appointment.

b) Minutes and reports for future meetings

Members of the Board noted that there were no reports on the agenda for the meeting and it was explained that it had been agreed that this meeting would focus on specific issues of membership criteria and succession planning. It was agreed that minutes of the Bridge Development Committee should be presented to the Board and subsequently published and that there should be a financial report at each meeting.

c) EBU Best Behaviour at Bridge Publication

The Chairman referred to the recent publication and it was agreed that this should be displayed on the website for future reference. The document could be accessed on the EBU website under the Laws and Ethics section.

d) Club Conduct Matter

The Secretary had received a communication seeking advice as to whether references could be sought prior to applications for membership being approved as following an incident it had been necessary to suspend two members. It was agreed that all clubs should be advised to follow the EBU model club constitution.

e) EBU Strategic Plan 2018 - 2023

Consideration was given to the document received from the EBU for comment which had been circulated. David Guild commented that the document was broadly the same as that of previous years and that he was currently preparing a strategic position paper for YCBA. It was felt that there would be considerable change over the next ten years in comparison with that of the last forty years largely related to on-line facilities which would transform the game. David Guild agreed to produce a proposed response which would be circulated for approval.

Signed:-----(Chairman)

Date:-----

13) DATE AND TIME OF NEXT MEETING

This would be held on Tuesday 24 April 2018 at the Garforth Holiday Inn commencing at 7.15 p.m.

Julia A Staniforth
YCBA Secretary

Signed:-----(Chairman)

Date:-----