

**MINUTES OF THE YCBA MANAGEMENT BOARD MEETING HELD ON TUESDAY
21 FEBRUARY 2017 COMMENCING AT 7.15 P.M. AT THE HOLIDAY INN,
GARFORTH**

PRESENT: N Woolven (Chair), P Godfrey (Vice-Chair), J A Staniforth (Secretary), L Millet (Treasurer), S V Davies (Tournament/League Secretary), J Latham (Assistant Secretary), J P Hayton (from Item 2) R Jepson and D Waxman.

IN ATTENDANCE: P G Mason (President) and R Millet (EBU Board Member).

1) Apologies

There were no apologies as all members were in attendance.

2) Co-option of new Board member

Following the receipt of the resignation of J O' Sullivan and the previous resignation of M Bratley it was agreed to co-opt J P Hayton to the Board until the Annual General Meeting.

The Chairman welcomed John to the meeting and expressed a wish that he would find the work of the Management Board interesting and rewarding.

3) Minutes of the Management Board Meeting held on 9 September and Notes of the Members Meeting held on 27 November 2016

The minutes of the previous Management Board meeting were agreed as a correct record and signed by the Chairman subject to 'Tich Glenfield' being amended to 'Titch Glenday' in item 4c) . The notes of the Members Meeting held on 27 November 2016 were recommended for adoption.

4) Matters arising from the Minutes

a) County Youth Officer vacancy

Approaches to individuals identified at the last meeting had proved unsuccessful and arrangements had been made for the Chairman to receive any correspondence from the EBU pending an appointment. It was agreed that a new appointment should be a priority and ideally it should be a young person to maximize engagement with this age range. DW agreed to raise the matter with EBED although it was felt it was unlikely they would be able to help directly. He also explained that consideration was being given to the creation of regional hubs but this was in the very early stages of development.

b) Review of Spring Congress

The event had been highly successful with 51 tables of Swiss Pairs and 63 tables of Swiss teams resulting in a profit of around £11k. There had been some feedback requesting improved lighting in the playing area and a better control of the room temperature, the latter being due to the unseasonably mild weather.

The Chair expressed his sincere thanks to Lesley and Ron Millet and Stuart Davies for the excellent organisation that had made the event such a success.

In order to ensure that any concerns raised were followed up it was agreed that the Tournament Directors should refer any non- bridge matters to the host.

c) Pianola/Membership update

The Secretary referred to correspondence received from the EBU Board member responsible for constitutional matters who had attempted to clarify the membership criteria but it was still not clear why reference was made to 'members' and 'paid up members' separately which was felt complicated the situation.

RJ was asked to consider the current wording contained within the constitution and suggest changes in consultation with the Secretary who would refer the matter to the EBU for their approval.

RM suggested a flow chart would be beneficial and he would ask the EBU to produce one.

The progression of data records on the Pianola database was raised and this was still difficult as other than downloading the data from the EBU database there was a need to continually update the records to ensure they were current. The EBU had stated there was no facility to send individual notifications of new and ceased members and some affiliated clubs would not share data to enable the Pianola database to be kept up to date. RM agreed to raise this with the EBU.

d) Review of David Bakhshi training seminar

This had been very well received with much positive feedback and consideration was being given to a second session later in 2017 to be arranged again by Ian Johns.

e) Progress on establishment of Facebook page and Congress Manual

LM reported that she was meeting the new website developer and would discuss the development of a Facebook page. It was known that Sheffield and Leeds BCs along with the EBU had Facebook pages.

Work to produce a Congress Manual had commenced.

f) Training Seminar for Yorkshire League Division 4 and below

The Bridge Development Committee would arrange a training seminar for players in the Yorkshire League divisions four and below.

g) Bridge Development Grant

EBU had decided that the initial grant for the membership drive would be a total of £5k with the possibility of a further sum at a later date. The grant was primarily for publicity.

5) County 'A' Selection Arrangements

Two of the three selectors of the County 'A' teams selectors had resigned after the 2016 Tollemache qualifying event.

It was agreed to appoint Graham Jepson and John Hayton as selectors along with Nick Woolven and that both selection committees should work together when finalising Northern Bridge League teams.

6) Procedures for Duplimated Boards

It was agreed that the Yorkshire League committee be asked to review and provide recommendations on procedures for the duplimating of boards.

7) Financial Update and Accounts

The Treasurer reported that the financial situation was very healthy with an increasing balance as a result of excess income over expenditure from Congress events. Purchases of fifteen new bridge mates (making a total of 70), 2400 packs of cards and a new laptop had been made.

The issue of the threshold for vat was raised and the Treasurer reported that there was no issue in the current financial year as there was no Easter Congress in the current year although some entry fees may be received prior to 31 March 2017. There would though be two Easter Congresses in the 2017/18 financial year and income levels would need to be monitored.

The year-end accounts would again be prepared by Brown Butler as previously agreed.

8) Bridge Development Committee Report

The committee continued to work well and the wider representation was felt to be particularly beneficial.

David Guild who resides in Ilkley had been recommended for appointment as the Regional Development Officer and had occupied a stand for the whole of the Spring Congress weekend. The appointment on a self-employed contractual basis was to spearhead the membership drive and to provide direct support to clubs. The appointment was unanimously endorsed.

Visits had been made to some clubs with declining membership and support was being given to Pickering to train directors.

The EBU Club Liaison Officer (Bev Purvis) had attended a meeting and was working to support the work of the committee.

The biggest challenge seemed to be attracting new players from classes to competitive sessions within clubs and beyond. It was recognised that current teacher training courses required review and EBED were hoping to issue a revised content and provide additional training for existing teachers throughout 2017. It was explained that teacher training courses would no longer be free but a 20% discount applied by the EBU and a further 20% by YCBA from a total cost of £106. Leeds BC were hosting a teacher training course on 6/7 May 2017.

The Chairman had arranged to visit Settle BC who were considering affiliating to the EBU on 7 March 2017.

9) 2017/18 competition calendar and entry fees

A message of appreciation was extended to R Jepson for carrying out a comprehensive review of the Yorkshire League rules. There was a need to include situations where incorrect seating arrangements had been enacted and for exceptional late arrival. RJ was asked to draft a short synopsis of team captains' responsibilities.

Consideration was given to a draft calendar circulated at the meeting which confirmed the Yorkshire League dates agreed by the Yorkshire League committee. The competition calendar was to be prepared for the AGM and printed for circulation at the Northern Summer Congress.

The issue of entry fees for one day competition was raised as it was known that other counties had much reduced fees due to either no catering or provision of just a light afternoon tea between sessions. The issue of the number of boards played in two session events was discussed as a number of YCBA out sourced events and one day competitions in other counties played in the region of 42 boards which seemed preferable to many club players.

It was agreed that entry fees for all competitions in 2017/18 should remain the same as for 2016/17 but the amount payable to clubs should increase to £12 per head to cover rising food costs. Improver sessions would continue to be subsidised but remain at £10 per head with some enhancements such as tea/coffee included where this could be facilitated.

The Chairman agreed to convene a meeting of the Tournament Committee to finalise the calendar.

10) Arrangements for the next AGM/Constitutional changes

There were no major changes constitutional changes to be put forward to the AGM other than the revision to the membership criteria and the Secretary in conjunction with R Jepson would identify any minor amendments required.

LM had arranged for a separate room and there was a need to determine refreshments to be provided on arrival and at the end of the meeting around 12.45 pm. prior to bridge commencing at 1.30pm. In view of the change of day and venue

there would be a need to publicise the details in order to ensure the meeting was quorate.

Discussion took place as to whether a demonstration on the new EBU free Score program (which could replace 'Score bridge') could be facilitated prior to the AGM and whether a session on new laws could be provided. It was agreed that this could be best enacted on a separate day with two sessions and possibly bridge in the evening and a date and venue would need to be sourced. JL reported that the Bridge Inn at Wetherby had enquired as to whether YCBA were considering any further events as the hotel had been refurbished.

It was agreed that there would be no changes to P2P rates and other associated fees for 2018/19.

11) Review of Corwen, Pachabo ,Tollemache and Presidents Cup expenses

It was agreed that the expense rates remain at £120 per team for the Pachabo and £30 per player for the Corwen. Accommodation for the Tollemache and Presidents Cup would continue to be paid in full (rather than a fixed amount which could be either more or less than the cost of the accommodation). Additional support could be given to anyone unwaged. All entry fees would be met by YCBA.

12) Review of expenses rates for Officers

Mileage expenses would remain in line with the HMRC rates in excess of 10,000 miles currently 25p per mile. It was agreed that shareholder expenses would be linked to EBU rates which included the full cost of travel and currently £17.50 subsistence.

Director expense rates would continue to be in line with EBU rates.

13) Arrangements and fees for 2017 Northern Bridge League

Entry fees remained the same for players at £12.50 with a £15 reduction to £60 per team. It was agreed the players fee remain at £7 per match. The actual number of teams competing was still to be finalised. It was noted that the C division had three Lancashire venues and only one Yorkshire venue. The secretary agreed to clarify whether Leeds BC had agreed to host a match and if not the reasons for this.

The date for the next selection committee meeting was provisionally agreed as Friday 7 April 2017 at J Latham's commencing at 10.00 a.m. for the 'A' selectors and 11.30 am for the 'B' and 'C'; selectors.

14) Succession Planning/Role Descriptions

It was accepted there was a need to ensure that appropriate arrangements were in place to ensure the continuity of all administrative and organisational functions in the event that those with key roles were unable or unwilling to continue. As the new Regional Development Officer had experience with this it was agreed he be approached for advice to assist with the issue. There was wide recognition of the work that SVD undertook with both tournament and Yorkshire league organisation and he had recently expressed a wish to relinquish the organisation of the three simultaneous pairs events. It was agreed that a volunteer should be sought to undertake this and this be included in the next edition of the YCBA news.

Arrangements were being made by PGM for Mike Jackson to provide support with the compilation of the league fixtures.

15) Any other business

No items were raised.

16) Date and time of next meeting

The next meeting had been agreed to take place on Sunday 4 June 2017 at 10.30am at the Cairn Hotel Harrogate which was the weekend of the Yorkshire Congress and would be a short meeting to agree roles and responsibilities and any specific matters arising from the AGM the previous day.

Julia A Staniforth
YCBA Secretary

Signed:-----

Date:-----