

MINUTES
of the BVF Committee Meeting,
SUNDAY 21ST NOVEMBER 2010
Four Pillars Hotel, Abingdon

Meeting opened at 1105

In the absence of the chairman, Linda Lawes was voted as chair for the meeting

Members present:

Gillian Aghajan, Peter Baron, Linda Lawes, John Mason, David Sweeney

1) Apologies for absence

Frank Mills

2) Minutes of the last meeting, 19th October 2010

Pre-approved by email

3 Action Items

ACTION	BY
<p>1) Action Items prior to the August meeting</p> <p>193 [Re membership drive based on Leon Paul vouchers] Dave will circulate a proposal for progressing this. <i>ONGOING</i></p> <p style="text-align: right;">Action</p>	DS
<p>195 Frank will organise a fencing and Christmas Dinner event in his area, and will be approaching others. He will produce a report for the September newsletter.</p> <p>Organised for 27th November. Not a great take up but will be taking place <i>DONE</i></p>	-
<p>209 John needs to contact all SO payers at some point to ask them to amend their standing order to £15. <i>DONE</i></p>	-
<p>210 John has made the tick-boxes on the Age Groups entry form a mandatory field for</p>	

online entry. Hilary will make an announcement to this effect in the December newsletter. **ONGOING**

Action (in December)

GA

221 [Re accounts for the Europeans] Dave said that he will produce these figures within the next 2 weeks. Apologies from Dave; now **DONE**

223 [Re logo] Frank will send thanks to all those who submitted designs {now that the selection process is complete}. **DONE**

-

225a Frank will take on the job of forming a team for the Wellesbourne Team Trophy, Frank got team together, then event cancelled **DONE**

-

225b Peter will look into resuming friendly matches with universities once term starts. **ONGOING**

Action

PB

227 [Re German match] There is no clash with the Excalibur on the preferred date of 14/15 May 2010. Dave will continue to liaise with Beth Davidson and Carole Seheult. **ONGOING**

Action

DS

228 [Re Europeans] Frank proposed that he should undertake a feasibility study for hosting the 2013 event. This was seconded by Dave and passed unanimously. **ONGOING**

Action

FM

230 On the Selection review, Dave said that he and Linda had taken on board that answers should be proposed to the five questions, and that they will do so for the next meeting. Discussion deferred to Agenda Item 11. Comments required on proposals

Action

ALL

2) Action Items from the August meeting

233 A number of comments were made on the draft business plan produced by Frank and David, and an updated document will be produced and circulated to committee. **ONGOING**

Action

FM, DS

234 John and Peter will cooperate in progressing a London based veterans event, starting by expressing to Paul Abrahams that we are interested in knowing more about his proposal. **ONGOING**

Action

PB, JM

235a John had run a postcode analysis of the Unisex Foil & Sabre event and determined that most were local to the venue or within the 2 hour travel boundary identified in the previous survey Peter asked John to do a postcode comparison of event entrants for the West Midlands Open. **ONGOING**

Action JM

235b John and Dee will finalise consistent use of the logo across the various media, and John will circulate the committee for approval. Gillian, as editor, will be involved with the newsletter design.

Logo, newsletter design, etc. sorted John still to produce templates for compliments slips, letterheads etc. for committee use **ONGOING**

Action, JM

235c Linda will look into printing white t-shirts with the logo, which can be used for the Winton as well as for BVC in general. She will contact her supplier, and circulate the committee with a proposal for size and placing of the logo, and for quantity ordered. **DONE**

It was agreed that the suitability of other colours would be looked at for the next print run

Action (Later) LL

236 Dave will progress the production of medals for the BVC and Age Groups. It was agreed that a larger size should be used for the weapon medallists at the BVC, and a smaller size for the Age Category winners at the BVC and the medallists at the Age Groups.

Dave will also investigate costs of an enamelled version for the BVC winners.

Dave will supply to John the diameter and engraveable areas of the two medal sizes and John will supply high resolution artwork of the new logo to him.

Dave has asked for a quotation. Dave to firm up the quotation for all medals for all events throughout the year and report back.

Action DS

237 Tracksuit badges will be produced of a suitable size to be sewn on top of the "NVA" logo. Hilary will circulate the committee with some quotes. The T-shirt supplier, who also produces track suits, will be asked to look at this. The Gloucester supplier, who has made the previous track suits, will be approached by David for a cost. Linda had approached the T-shirt supplier and asked him to look at the problem. He reported that it was impossible to produce anything that didn't look dreadful. Linda to ask him to quote for a smaller badge to sew on the other side of the tracksuit. **ONGOING**

Action LL

Tracksuits: BF has yet to finalise its new design. It has offered current GB T/S at a discount price. Dave to contact BF to ascertain status of development of new generic tracksuit then report back. Then a decision will be made how to proceed. **ONGOING**

Action [247]

Gillian will investigate production of car stickers & novelty items, e.g. key rings bearing logo

	Action [248]	DS
<p>230 David and Linda, as members of the sub-group tasked to examine Selection procedures, had circulated an interim report to committee prior to the meeting. A questionnaire had been sent to the majority of fencers who had declined their selection for the European and World Championships in attempting to obtain an overall view of reasons. Over 50% had replied and the remainder were being followed up.</p> <p>The interim report contained a proposed ranking system to make it easier for a fencer to achieve selectability and easier for the Selectors to select. A more comprehensive report will be produced and circulated to committee for discussion at the next meeting. See Agenda Item 10 <i>ONGOING</i></p>		GA
	Action DS, LL	
<p>Re Winton (238-242):</p>		
<p>238 Frank will arrange for the medals to be engraved.</p> <p style="text-align: center;"><i>DONE</i></p>		-
<p>239 John will email the team captains, reminding them of the closing date for booking dinners.</p> <p style="text-align: right;"><i>DONE</i></p>		-
<p>240 Hilary will do the seating plan and place cards. Frank will produce menus.</p> <p style="text-align: center;"><i>DONE</i></p>		-
<p>241 Dave will produce two copies of the large results sheet for the wall.</p> <p style="text-align: center;"><i>DONE</i></p>		-
<p>242 It was agreed that it would be compulsory for the teams to be entered online, as this automatically checks for BVF membership. Frank will email to this effect. John will check British fencing membership if BF's database is back in working order.</p> <p style="text-align: center;"><i>DONE</i></p>		-
<p>JM proposed that online entry be set up so that organisers can view the entry, team captains can view their own team entry and that all others will be unable to see any entries</p> <p>Seconded by DS Passed Unan.</p>		-
	Action [249]	
<p>243 Hilary will circulate the committee with possible dates for a committee meeting in February 2011.</p>		JM
<p>It was agreed that Peter email Frank and ask him to set up a meeting in January</p>		
	Action	PB FM
<p>244 Dave's proposal that the "dummy fencer" be dropped from the British Veterans Championships</p>		

will be added to the Action Items for the November meeting. Discussion moved to Review of events

DONE

245 Frank will purchase a glass paperweight for Dee, engraved with her new logo design, as a thank you from the BVF for her winning design

-

Acquired presented and received with delight

DONE

-

246 The proposed dates for the traditional match against Germany have been given as 14th/15th May 2011 and discussions and a meeting have been held with local members in Durham and with the Town Hall officials. A budget for the event will be produced for review and approval once quotes for the social programme and other costs have been received. Some progress made.

LL proposed that DS hand off the Germany match to FM seconded: JM Passed Unan.

Action

DS>FM

4) Other matters arising, if not on the agenda

Matters arising from the August meeting

NONE

5) Reports:

a) Chairman - Attached: Approved

b) Secretary None (in absence of a secretary)

Peter Baron was nominated as Acting Secretary Proposed LL seconded DS Passed Nem Con (1 Abstention)

It was proposed by LL and seconded by JM that Action minutes as agreed by the committee be posted on the web site for the membership, starting with the August 2010 meeting. Other documents would be archived for committee access.

Proposed LL seconded DS Passed Unan.

Passed unan.

Action [250] JM

Online archive: JM to proceed along the lines of his simulation shown to the committee.

Proposed LL Seconded PB Passed Unan.

Action [251] JM

c) Treasurer – Attached: Approved

Referees expenses

It was proposed that

- 1) **JM should revise the expenses guidelines and then they would be reviewed by the committee**
- 2) **Ian Hunter (Ref's Committee Chairman) should be involved in the process after the committee has deliberated.**
- 3) **Guidelines and expenses claim forms to be published on the web site**
- 4) **Officials be asked to submit expense claims for re-imburement to establish better control over what is paid out**

Proposed JM Seconded LL Passed Unan.

Action [252] JM

Entry fees:

It was proposed that competition entry fees for 2011 remain unchanged

Proposed JM Seconded LL Passed Unan.

BF Financial support for support for referees at international events

It was proposed that DS to work with FM to write a letter to Piers Martin to express disappointment at the lack of supports for referees in 2010 and to ask for guidance as to when and how to submit a request for 2011.

Proposed DS Seconded LL Passed Unan.

Action [253] DS,FM

d) Membership secretary– Attached: Approved

It was proposed that DS be tasked with the job of determining the requirements for the European Championships with regard to documentation & Eligibility, prior to next meeting and as soon as possible.

Proposed DS Seconded LL Passed Unan.

Action [254] DS

Membership cards:

It was proposed that JM order them

Proposed JM Seconded LL Passed Unan.

Action [255] JM

e) Communications

Publicity

The following were proposed

- 1) **JM to carry on sending out information about European competitions**
- 2) **JM to carry on publishing the calendar**

Action [256] JM

- 3) LL to book Radley for Oxford Unisex and Lilleshall for the Winton

Proposed LL Seconded PB Passed Unan.

Action [257] LL

Privacy

The following were proposed

- 1) That GA review the contact page on the newsletter
- 2) **Action [258] GA**
- 3) That JM review the contact page on the website
- 4) That JM review files held on the server and remove those containing personal information.
- 5) JM to address question of additional web security including asking BF for advice.

Proposed JM Seconded DS Passed Unan.

Action [259] JM

f) Selection subcommittee

It was proposed that committee request that the selectors change the rules on selection to exclude selectors from benefitting from discretionary places.

Proposed LL Seconded JM Passed Unan.

Action [260] PB

It was agreed that further discussion of selection issues would be deferred to a dedicated meeting.

g) EVFC Nothing to report

6) Committee appointments

Inc Co-option to BVF Committee of

Jonathan Stanbury

Lawrence Burr

It was proposed that the above be co-opted onto the committee

Proposed LL Seconded JM Passed Unan.

PB to write to them on behalf of FM welcoming them to the committee.

Action [261] PB

DS to send them copies of the documents regarding selection asap.

Action [262] DS

7) BVF Event Calendar 2011 Discussed under Communications see calendar list in report

8) Review of Events, including

a) Winton – incl. Proposed rule change

It was proposed that

- 1) The rule that excludes the winners of the Age Group Qualifiers and the National Championships be removed
- 2) No action be taken at present regarding strict application of the geographical eligibility rules
- 3) That the event manager uses his/her best endeavours to encourage team captains to comply with the current rules.
- 4) That the situation be reviewed annually.

Proposed JM Seconded LL Item 1 was rejected 3-1. Items 2, 3 & 4 were passed Unan.

b) World Championships Attached: Approved

c) Age Group Qualifiers incl. Format

It was proposed that no change be made this year

Proposed LL Seconded PB Passed Unan.

e) Wheelchair Fencers Team Match

It was agreed that GA contact the Wheelchair Fencing Association to arrange a match

Action [263] GA

It was agreed that the BVC team manager investigate the inclusion of wheelchair fencers in the event

Action [264] DS

f) Use of defibrillators at BVF events

It was proposed that a generic risk assessment be produced to cover all BVF events.

Proposed LL Seconded DS Passed Unan.

Action [265] LL

9) Selection Review Postponed – see above

10) Tracksuits Dealt with under Action Items

11) Dates of next meetings

It was agreed that FM be asked to coordinate a meeting in January 2011

12) AOB

a) BVC

It was proposed that DS be event manager.

Proposed LL Seconded PB Passed Unan.

MEETING CLOSED AT 15.49.