

NI Judo Federation Board Meeting – 21st September 2021

7pm by Zoom

Attendees (Board Members)- Mark Harris, Peter Cuckoo, Rebecca Cuckoo, Russell Brown, Richard Briggs, Robin Newett and Lauren Smythe

Attendees (Staff)- None

Apologies: None

Absent: Bill Taggart

Ref	Detail
1	<p><u>Welcome</u></p> <ul style="list-style-type: none"> MH opened the meeting and welcomed all Board members to the zoom meeting.
2	<p><u>Apologies</u></p> <ul style="list-style-type: none"> None noted.
3	<p><u>Declaration of Interest</u></p> <ul style="list-style-type: none"> None noted
4	<p><u>Minutes from Previous Meetings</u></p> <ul style="list-style-type: none"> RC circulated amended minutes for 17th July 2021 immediately prior to the meeting and agreed to defer approval to the next meeting to give time for Board members to review.
5	<p><u>Financial Report</u></p> <ul style="list-style-type: none"> The August 2021 Financial report was tabled discussed by the Board. It was proposed by RBrown and seconded by RBriggs.
6	<p><u>Secretary's Report</u></p> <p><u>AGM Planning</u></p> <ul style="list-style-type: none"> Outline of reviewing the NIJF Articles of Association and section 8 relating to the General Meeting stated some key dates for Board members to be aware of when planning the AGM as follows; 1) The Board shall confirm the date of the AGM to Club members not later than 2 months before the due date for the meeting. <ul style="list-style-type: none"> Noted that the relevant date would be 30th September 2021 and the AGM date agreed at the June meeting was 30th November 2021. Board members confirmed that the note to members is to include the following; <ul style="list-style-type: none"> Date and Time of AGM- Tuesday 30th November 2021 at 7pm

- Venue- House of Sport, Belfast
 - A note on how long an A club needs to be registered for before being eligible to vote. RBriggs to check this with BJA.
 - Also a note that agenda items need to be sent to the Secretary by 31st October 2021 (see point 2 below)
 - Note to be sent to members by GR before 30th September for Club Chairs/Secretaries, NIJF website and NIJF Facebook.
- 2) Any item of business which any member is entitled to vote wishes to place on the agenda should be intimated to the Secretary 30 days before the AGM and this will be 31st October 2021.
- 3) The Board shall prepare an agenda and issued as part of the notice of the meeting to be sent at least 14 days before the AGM. This will be 15th November 2021.
 - Agreed next Board meeting to discuss AGM and agenda items received would be on 9th November 2021 at 7pm by Zoom.
 - Reports- RC to look for AGM report dated 8th May 2021 and send to LS and GR. LS will link with GR on the report and ask her to request a 2020/21 report from each person who contributed before by Friday 22nd October so as the AGM report can be compiled and reviewed by the Board at the meeting on 9th November.
 - Agenda Items- LS to draft up an agenda for Board consideration with the following initial items;
 - A) Nominations for Board roles- Secretary (LS), Chairperson (vacant) & Membership Director (vacant)
 - Other Board members appointed in 2019 and due for re-election in 2022.
 - Nomination form to be drafted with the two roles.
 - B) Adoption of changes to NIJF Memorandum and Articles of Association
 - Changes to be made and sent to the Board for review and approval in advance of Board meeting on 9th November.
- Discussed the resignation from Mark Harris from the role of Chairperson also meant that he was resigning from the Board of Directors. MH confirmed that he would stay on in the UK anti-doping role or vice-chair if it became available.
- All agreed that the first meeting after the AGM the Board would discuss and allocate roles.
- RBriggs highlighted the need to recruit more people on to the Board to help and RBrown noted that a membership director had been discussed and was needed.

Mary Peters Trust Funding Liaison Officer

- CW to take on this role to replace Averil Taggart.

7	<p><u>Sport NI- Effective Organisations Update</u></p> <p><u>Anti-doping</u></p> <ul style="list-style-type: none"> • MH highlighted that a UK Anti-doping framework had been developed and that he was liaising with Karen Roberts in BJA and would continue to do so.
8	<p><u>Sport NI – Sporting Winners Update</u></p> <p><u>NIJF NI Pathway Squads</u></p> <ul style="list-style-type: none"> • RBrown noted that interviews for coaches had taken place and 2 main coaches along with 2 assistant coaches were appointed. • RBrown advised that he would be NI Pathways Squad Director. • £750 sponsorship for the Regional Squads. • Squad members needed an NIJF license. <p><u>NIJF Performance Programme</u></p> <ul style="list-style-type: none"> • No report in month. <p><u>Development of a Player Ranking System</u></p> <ul style="list-style-type: none"> • No report in month.
9	<p><u>Sport NI Sporting Clubs & Commercial Manager Update</u></p> <p><u>Commercial Manager Update</u></p> <ul style="list-style-type: none"> • No report in month.
10	<p><u>Volunteering</u></p> <ul style="list-style-type: none"> • No report in month.
11	<p><u>Covid-19 Club Update</u></p> <ul style="list-style-type: none"> • RC advised that Clubs were at various stages in terms of opening up.
12	<p><u>NI Open 2022</u></p> <ul style="list-style-type: none"> • LS asked RC if she had any guidance for Averil Taggart in terms of her request for the NIJF Covid Officer and completing a risk

	<p>assessment for the NI Open 2022.</p> <ul style="list-style-type: none"> • Board members suggested that the Events Commission should provide a Covid Officer and Clubs holding events will need to undertake their own risk assessment. • RC agreed to contact AV to advise.
13	<p><u>Safeguarding</u></p> <ul style="list-style-type: none"> • RBrown noted that face to face safeguarding training sessions were returning. • RBrown proposed an increase for the Designated Officer Safeguarding course and the Safeguarding course from £10 to £15 per session. All agreed. • MH encouraged RBrown to link with MD to promote the safeguarding courses.
14	<p><u>NIJF Inclusion Strategy 2021-25</u></p> <ul style="list-style-type: none"> • RBrown advised that the Adaptive Judo Training day was to take place on Sunday 3rd October 2021. • RBrown outlined an issue which had come to his attention and the Board discussed.
15	<p><u>Conduct & Complaints</u></p> <ul style="list-style-type: none"> • An update was provided on conduct and complaints.
16	<p><u>Commonwealth Games Update</u></p> <ul style="list-style-type: none"> • The following update was provided; • RBriggs addressed a query on NI representation at the Commonwealth Judo Association. • Board discussed selection for the Commonwealth Games in 2022 and Sport NI funding. • RBriggs advised that he had attended two meetings and the Commonwealth Games are on course to run events in Malta in 2023 and in South Africa in 2024. • RBriggs attended a conference and gave a presentation on Dan grade data over the last 20 years. The conference was very successful and was attended by 40 people.
17	<p><u>AOB</u></p> <ul style="list-style-type: none"> • Board discussed replacement of Bill Taggart's on BJA Board.
18	<p><u>Next Meeting</u></p> <ul style="list-style-type: none"> • Next Board meetings be on Zoom and Tuesday 9th November 2021 at 7pm.
19	<p><u>Closing</u></p> <ul style="list-style-type: none"> • MH thanked everyone for attending.