

NI Judo Federation Board Meeting – 18th April 2023
7pm at Coleraine Rugby Club

Attendees (Board Members)- R Brown, R Newett, R Briggs, P Cuckoo, R Cuckoo and G Reid.

Attendees (Staff)-

Attendees (Other)-A Taggart

Apologies: M Harris, L Smythe

Ref	Detail	Action	Responsibility
1	<u>Present</u> Russell Brown welcomed and thanked all Board Members for coming.		
2	<u>Apologies</u> from Mark Harris & Lauren Smythe		
3	<u>Welcome</u> Russell Brown welcomed attendees.		
4	<u>Declarations of Interest</u> No declarations currently.		
5	<i><u>Officials Expenses Proposal</u></i> Averil presented details on Officials expenses and highlighted the officials and volunteers that had been out of pocket on more than one occasion whilst working at an event or competition. Averil expressed that it may be beneficial to pay mileage to the officials/volunteers rather than a fee for their relevant qualification status, but was also open to other suggestions. It was suggested by Pete C that a hybrid option should also be considered such as a smaller payment for the qualification plus any mileage incurred for the event. The Board asked for more time to consider the options available.		Averil Taggart
6	<u>Minutes from Previous Meeting – matters arising</u> Head Coach Post – Now advertised and on the website. Proposed by Richard Seconded by Peter		Gail Reid

7	<p><u>Finance Report</u></p> <ul style="list-style-type: none"> •Day to Day Business Account No. 1 A/C- 789 •Performance Sport Account No.2 A/C- 411 • Debit Card Account No 3 A/C - 329 •Office-Travel & Facilities No 4 A/C- 482 <p>Proposed by:Rebecca Secoded by:Russell</p>		Robin Newett
8	<p>Company Secretary Report</p> <p>‘Just go’ Digital Wallet, went live on 5th April. All new and renewals will receive an email with a link which will enable them to receive their membership card into the wallet on their phone. It is also possible to send same, to any existing member who requests it. The email must be opened on your phone. So we have stopped printing cards and posting out the red belts and books, therefore saving quite a lot of money.</p>		Gail
9	<p><u>Anti Doping</u></p> <p>Mark sent apologies.</p>		Mark Harris
10	<p><u>Sports Systems NI – Pathway</u></p> <p>Russell mentioned that larger venues were now required as the Pathway continues to grow, which might in turn mean more expense.</p> <p>The Board agreed that anyone coming into the performance programme in the future must go through the pathway journey first.</p> <p><u>Adaptive</u></p> <p>Still on hold atm due to ongoing circumstances, however J M is running with the club until a resolution is found.</p>		<p>Russell Brown</p> <p>All</p>

11	Safeguarding – Again all going according to plan.		Russell Brown
12	Conducts & Complaints Nothing to report at present.		Pete Cuckoo
13	Governance Russell has been working on and completed the NIJF Strategic Plan. A meeting is setup with Christine Rea in the near future and we are just awaiting the official letter. Russell also mentioned that he had circulated a 'Board Skills Audit' that needs to be completed and returned before end of May.		Russell Brown
14.	Update on Lead Coach Job Advertisement, Job Description etc. As per Item 6		
15	NIJF Organisational Risk Register Russell is still working on the risk register before handing it over to Rebecca.		Russel Brown/ Rebecca Cuckoo
16	AOB <ul style="list-style-type: none"> • Sport NI Update Funding Opportunity from Community Ownership Fund • Russell took information to pass it on. • Request from B T regarding Matside coaching and Technical 1&2 models. Russell to discuss on telecon with Joyce Herron before reply to be drawn up. 		Russell Brown Russell Brown
	Next Meeting <ul style="list-style-type: none"> • Next meeting on 30th May, 7pm at the Holiday Inn Antrim. 		Gail booked room
	Closing <ul style="list-style-type: none"> • Russell thanked everyone for attending and closed meeting at 9.35pm 		