



EDINBURGH ATHLETIC CLUB

Annual General Meeting

(Minutes of meeting - to be approved at AGM Nov 2010.)

Date: Monday 23rd November 2009

Present: Barry Craighead (President), Sandy Cameron, Brian Nisbet, Moira Nisbet, Marjory Cook, Eric Fisher, Pat Sinclair, George Sinclair, Martin Ferguson, Ian Cunningham, Alex MacEwan, Yvonne Jones, Donald Gorrie, Graeme Brown, Sandy Cameron, Jenny Hastings, Garry Robertson, Moira Maguire, Derek Cogle, Bill Walker, .

1. Apologies:

Freya Murray, Moira Reid, Enid Johnstone, John Scott, Anne Scott, Bill Gentleman, Keith Ridley, Marion Donachie, Neil Donachie, Brian Winning,

2. Welcome:

Barry Craighead welcomed and thanked everyone for taking time to attend the AGM. BC thanked Club officials, coaches, athletes, parents group and helpers for their hard work and for their achievements gained representing the club.

3. Review of March 2009 AGM Minutes:

BC asked for approval of these minutes by a person present at this meeting last year:

- Proposed: Bill Walker
- Seconded: Marjory Cook.

4. Secretary's report:

Report provided by Pat Sinclair, see appendix 1.

BC thanked and complimented PS for the sterling work undertaken in her duties as Secretary.

5. Treasurer's Report:

Ian Cunningham provided an income and expenditure overview as at 30th September 2009 which highlights the costs involved in the running of our club. The accounts are for 9 months as agreed at the AGM in March and show a deficit in income over expenditure. IC highlighted that the deficit would appear to be more from a timing difference in receipt of income, e.g. income from subscriptions and promotions. IC thanked the Team Managers, officials and helpers on behalf of the club for the amount of goodwill given (costs incurred that are not claimed) in terms of time and costs for telephone calls and stationery. IC highlighted some of the major income and expenses the club has:

- Travel & accommodation: this shows the success of the club, competing at all levels in various age groups. All athletes who attend away matches contribute to the cost of travel and the club appreciates the athlete and officials contributions.
- Membership Subscriptions: collecting subscriptions from the athletes is a big task and provides the biggest income for the club however it does incur additional costs to the club when reminders have to be sent. IC thanked Brian Nisbet, membership secretary, for the work he has undertaken to see the membership income where it is. Reminder that the membership fees also include the fees we pay to SAL for affiliation fees.
- 200 Club: £952 income received another good source of income. IC thanks Marion Donachie for the work she actions and thanks those members who buy the numbers.

BC thanked IC for his expertise in handling our finances and presenting the update at our AGM.

6. Appoint Auditors:

IC confirmed the accounting and standards requirement for auditing books has changed and required only one auditor, Andy Armitage has audited the books for this year. As the club now has charitable status the requirement is for a fully qualified auditor so will need to consider this before presenting the books for audit. IC will confirm and seek agreement from Executive Committee. (**IC Action point**).

7. Membership:

- 2010 Subscription Fees: the fees for 2010 will remain the same.
- Online mechanism not quite there - keep a close eye on web page for updates.
- New membership year starting January 2010 – to help reduce administration costs renewals will be posted on web page and e mail notification. Those members not on e mail will receive postal communication.
- New membership categories start in Jan 2010 – per AGM Mar 2009.

8. Charitable Status update:

IC confirmed the club has been awarded charitable status approval – our charitable status registration number is SCO 41013. IC outlined what this means for our club:

- Lots of reading for the trustees – must be compliant with the Charitable status rules
- Opens up avenues for receipt of income not available before, - e.g. employer matched giving financial support of fund raising events
- Governance – financial accounting standards requires clear reporting on income and expenditure
- Business plan – clear and concise plan which is reviewed and updated

- Additional costs for meetings with legal advisors to ensure we are compliant.

Donald Gorrie confirmed that we all need to encourage donations to the club, from companies, friends of EAC, and supporters also need to consider gift aid.

DG asks that we consider regular giving plan for these donations.

Meeting to be held with the Trustees to agree way forward to bring in money and gain benefit of gift aid. **(Action point for IC, DG, GS)**

9. Commission Reports:

No update was tabled at the AGM as full update is available on our web page. EAC web page provides full information on what the club has achieved in recent competition and much more. See <http://edinburghac.org.uk/>

10. Election of Office Bearers:

BC confirmed that no nominations had come forward and asked the meeting attendees for a show of hands to re-elect present Executive Committee and Team Managers – *carried unanimously, all in favour.*

11. AOB:

- a. Sandy Cameron asked if the executive committee had given consideration to the impact in likely increase in athlete numbers in the run up to 2012 and 2014. *~Full discussion took place, Bill Walker raised concern over the number of coaches available to coach on a club night, and no new volunteers appear to be coming forward at this time. BW does not wish to impact on quality of training. SC confirmed he was conscious of the current position but feels 2014 will provide opportunities to develop new talent which has not yet been discovered. BC highlighted the need to ensure we push for coaches courses through Scottish Athletics to ensure development opportunities for our existing coaches and opportunities for new coaches come through. AMacE agreed that as a club we need to explore opportunities, and work with Scottish Athletics and like minded people to help the development of athletics. YJ confirmed the need to ensure that the induction programme for all new athletes to EAC is followed. IC highlighted that this subject requires further consideration and has agreed to meet with SC to work together to take forward to see what opportunities could develop for EAC to capitalize on our current success. (Action point – SC & IC).* IC also confirmed that Athletics need volunteer capital – need more people to help and need financial support. As a club we need to grab opportunities which will ultimately help in our success and drive forward. **(Action point – next agenda item).**

- b. *Parents Group* - It was tabled that the Parent's Group would benefit from additional help. BC thanked Gail and Yvonne for the work they action, but would like to see a more formalized parents' group. YJ confirmed that there were parent helpers that are called upon when required. Next bag packing for fund raising in February at Sainsbury, Meadowbank. YJ to

confirm the sub-committee for parents group at next Exec meeting.
(Action point for YJ).

- c. *Web update* – Update on web usage. October 12,000 hits on our site compared to 9,000 last year. Beginning of August would appear the most popular month for checking our web page which is indicative of the information held on our web page on the Scottish Gas race. What do people look at when on our web page:

- Gallery
- Contacts
- Club info

It was highlighted the need for more people to provide articles to post on web page and photos to put in the gallery. 25 regular users, but web team would like to encourage all EAC members to provide updates and send in their photos. Your club needs you.

BC thanked all members of the web team for their contribution to the success of the web page and acknowledged the impact for the club has been tremendous.

12. Date of Next Executive Meeting: Monday, 7th December at 7 pm @ Edinburgh Football Club,

BC thanked everyone present for their input to this meeting, and gave a vote of thanks to the Executive and members of the club.

PS gave for a vote of thanks on behalf of everyone present to the President, Barry Craighead.

Meeting closed 9 pm

*Moira Nisbet
Minute Secretary*

AGM Minutes to be approved at AGM meeting held on (date)

Approved by:

Seconded by

