



Minutes of meeting held on Thursday 7th June 2018

Present:

Mike Newlove (MN) – Chair / U14 Squad Manager / Open Tournament Coordinator
 Kevin Maughan (KM) - Secretary
 Jo Clark (JC) – Newsletter Editor
 Ying Lee (YL) – Treasurer
 Dave Bartlett (DB) – HBA Rep
 Adrian Leung (AL) – U12 squad manager
 Marjorie Dixon (MDi) –Committee Member
 Melissa Davey (MDa) – Clubs Rep
 Rebecca White (RW) – U18 Squad Manager

	Item	Action	Due by
1	<p>Apologies</p> <p>Graham Clarke (GC) – U20 Squad Manager/U14 Assistant Manager/Coach & website Manager Steven Aiken (SA) – U14 - Parent Rep Jackie Ward (JW) – U18 Parent Rep Simon Jarman (SJ) – U18 Parent Rep Nick Goode (NG) – U12 Assistant Manager/Coach Kelly Matthews (KMat) – U18 Assistant Manager/Coach Barbara Lewczynska (BL) – Welfare Officer / Closed Tournament Coordinator Joseph Eleukunnel (JE) – Fixtures Secretary Ben Vranjkovic (BV) – Schools Rep</p>		
2	<p>Minutes of committee meetings on 26.04.18</p> <p>Accepted unanimously and signed off by MN</p>		
3	<p>Matters arising not covered by an agenda item</p> <p>4. Sponsorship for Website – deferred as NG was not present 8. Aims and Objectives Meetings – deferred until after the AGM for the new committee 10c. Constitution Sub-Committee (GH) – meeting has yet to be held. Rolled over into next season for next year’s committee to action 13.1 MDa has prepared a sheet of Hertfordshire junior clubs to be handed out at the trials – days that each plays to be added 13.6 Birchwood cannot now deal with Summer bookings. SA has agreed to manage the bookings. 13.7 Encouraging volunteers for BE tournaments – deferred until after the AGM for the new committee</p>	MDa	
4	<p>AGM Arrangements</p> <p>a. Squad Fees It was agreed that the following squad fees should be recommended to the AGM, which would hold them at last year’s rates:</p> <p>U12, U14 & U16 - £275 covering Sept – end of May U18 - £235 covering Sept – Easter U10 - £137- covering Sept – end of May</p> <p>It was noted that court costs were likely to remain the same as this year, but shuttle costs would increase. Also, BE affiliation fees were likely to rise. These rates will be confirmed by BE later this month but are likely to add £700 to HSBA’s affiliation fees.</p> <p>It was agreed that last year’s trial of upgrading all players to Compete level would continue, as most players had benefitted, and it was likely with the new £150 tournament entry</p>		



	<p>incentive scheme that this would increase further. This and the incentive scheme will be reviewed again at the end of next season.</p> <p>It was agreed to waive Shires league match fees as a trial for next season.</p> <p>Shirt prices have increased by £2, but it was agreed that HSBA should absorb the increase and keep the cost to players at £16. It should be mentioned on the membership letter that the shirt is a new design.</p> <p>It was noted that HSV was not able to guarantee courts for the first 30 minutes of four sessions due to exams in the hall, which potentially impact the U12 squad. It was agreed that this would be managed at the time, as the courts may be cleared in time.</p> <p>Options for increasing income into HSBA were discussed briefly, with mention of some local counties managing to keep costs down by obtaining sponsorship. This to be referred to next year's committee to look at the possibility of creating a role responsible for generating extra income.</p> <p>b. Committee Elections</p> <p>It was agreed that the process followed at the EGM, where candidates for the committee positions will be notified to all members prior to the AGM, should be adopted for the AGM. Notification of those standing should be sent out in the next few days. Proxy voting forms will also be sent to all qualifying members in case they are not able to attend the AGM in person.</p> <p>It was noted that the constitution allows for candidates to stand at the meeting, and preparation should be made for carrying out votes at the meeting.</p> <p>JW had volunteered to take over the role of Publicity Officer / Newsletter Editor from JC. Handover to be arranged, on the assumption that no other candidate will come forward.</p> <p>KM had again circulated a request to the committee members who had yet to decide whether they were standing again next season. MDa stated that she has not yet decided whether she is standing</p> <p>c. Constitution</p> <p>The need for the constitution to change was discussed briefly. It was noted that unfortunately the constitution sub-committee set up in November to recommend on this had yet to meet. This will need to be actioned as a priority next season by the new committee.</p>	<p>JS</p> <p>KM</p> <p>KM</p> <p>JC</p>	
5	<p>General Data Protection Regulation (GDPR)</p> <p>A privacy statement should be posted on the website and referred to on all HSBA forms.</p>	AL / JS	
6	<p>Any Other Business</p> <ol style="list-style-type: none"> DC has resigned as U10 manager. Vacancy to be posted on the website. Job description to be prepared. AL – Surrey is organising a Year 6 & Under round robin County match for July 1st that Herts are entering. RW –there may be an opportunity to develop a better relationship between HSBA and the University of Hertfordshire, possibly with small bursaries / sports scholarship for players feeding into the University. This could include (e.g.) a University stand at U18 tournaments. Young Leaders Award Course – there is a course being planned for 8th July. Notification to be sent to U16 and U18 players – candidates need to be over 15. 	<p>DC</p> <p>MN / RW</p>	