



**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
HELD ON TUESDAY 5th DECEMBER 2006,
HELD AT IMPERIAL HOTEL, LONDON.**

Present:	Peter Stocken	(Chairman)
	Sally Bugden	(Vice-Chairman)
	John Neville	(Hon. Treasurer)
	Philip Mason	
	Alan Nelson	
	Graham Jepson	
	Jeff Morris	
	Martin Pool	
	John Carter	
	Barry Capal	(General Manager)
	Karen Durrell	(Minute Taker)

1 APOLOGIES FOR ABSENCE

There were no apologies.

2. BOARD PLEDGE

Following a brief discussion, the Board unanimously supported the statements made by the Chairman Peter Stocken in the December Issue of *English Bridge*.

3 FOCUS ON VALUE

The Board approved the FOV at the previous Board Meeting and on this occasion approved the progress to date and the project.

4 MDAG PRESENTATION

Sally Bugden ran through a presentation from the MDAG sub-committee. The Board agreed in principle with the 'Vision' presented to it by the Committee and asked it to come back to it at the earliest opportunity with proposals for realizing it. MDAG would continue to be a sub-committee of the Board.

David Graham has resigned from the committee and the Board thanked him for all the hard work he had put in. The Chairman said it was essential that the committee co-opted a new member or members to replace him and, in order to achieve a balance, that these must not be members of the Board.

5 MINUTES OF THE MEETING OF 19TH SEPTEMBER 2006

5.1 Accuracy

2.2.1 Item 2.2.9.

The second sentence should read: “James Smith the actor and Press Officer to the London Metropolitan Bridge Association has agreed to act as the EBU liaison officer to the BBC, if an approach to BBC Radio 5 bears any fruit”.

5.2 Matters Arising

5.2.1 *Item 4.1.1. Trust Account*

Jeff Morris agreed to ask the CCPR for assistance in completing the extremely long and complicated application form for charitable status. Further discussion would be deferred until the next meeting.

5.2.2 *Item 2.2.3 Education DVD*

Graham Jepson agreed to contact Terry Collier to enquire of the whereabouts of this.

5.2.3 *Item 2.2.6 Junior Contracts*

The contracts have been passed onto the junior squads for signing.

5.2.4 *Item 10.1 Recognition of Bridge*

The Charities Act 2006 (passed this November) has defined sport as “sports or games, which promote health by involving physical or mental skill or exertion”. We have been told that Bridge Clubs can apply for charitable status but this would have to be checked and the implications studied.

5.2.5 *County Constitutions*

Barry Capal agreed to circulate a memo to all County Associations, warning them that their disciplinary procedures might need to be reviewed to bring them into line with Human Rights legislation. They should also be reminded that their own constitutions must not conflict with the new EBU constitution. Martin Pool said that Sussex were currently revising their own constitution and, when this was completed, it could be used as a model for others. However, it was agreed that counties may approach Sussex if they wanted assistance, rather than Aylesbury attempting to produce a universal template.

5.2.6 *Item 2.2.7 White Book Item*

It was reported that the previous costing was incorrect due to more pages and different binding being required. It was agreed that the booklet would be provided free to panel TDs, together with one copy to each County Association. Otherwise it would be sold for £5.00 per copy if collected at Shareholders’ Meetings or £6 if ordered from Aylesbury.

6 BOARD

6.1 Responsibilities

Board Member	Responsibilities
Peter Stocken	Chairman; Aylesbury HQ; voting representative for EBL and WBF
Sally Bugden	Vice Chairman; Chairman of Editorial Board; MDAG committee member; Education and Communication
John Neville	Treasurer
Philip Mason	Chairman of MDAG; English BGB representative
John Carter	MDAG committee member.
Graham Jepson	Youth Development
Jeff Morris	Youth Development; Mind Sports Council representative
Alan Nelson	Chairman of Tournament Committee; Sponsorship
Martin Pool	Chairman of Law & Ethics Committee

The Chairman reported that David Harris had resigned from the Board of Directors but would be happy to continue as Honorary Counsel to the Board, as well as reporting to it on EBL and WBF matters. To fill the vacancy, the Chairman proposed that Mike Hill be co-opted on to the Board of Directors, for the rest of the elected year, effective immediately. This was carried unanimously.

6.2 Dates and Venues for meeting 2006/7

Tuesday	23 rd January	Sir Robert McAlpines, London
Tuesday	20 th March	Baker Tilly HQ, London
Tuesday	8 th May	Aylesbury HQ
Tuesday	10 th July	Stubbs Walden
Tuesday	4 th September	Sir Robert McAlpines, London
Tuesday	30 th October	Sir Robert McAlpines, London

The starting time for meetings was moved to 12.00pm.

Please note that a short Board Meeting will be held directly after the AGM in October 2007 in order to modify Bank Mandates, complete Companies House forms, and resolve any other “technical” matter which might have arisen as a result of the AGM.

7 FINANCIAL MATTERS

7.1 & 7.5 Treasurer’s Report

There has been no unexpected expenditure since the previous Board meeting. Following the premature loss of Brian Smith, the day to day systems have been maintained by the Accounts Assistant Gail Nancarrow. The management accounts were formerly Brian Smith’s preserve, but Gail is currently working hard to update the management accounts program. It might be desirable to replace the current program with another Management & Accounts System, which will need to be purchased.

There are no plans at the moment to replace the Accounts Manager. Barry Capal and John Neville are to monitor the management of the Accounts.

7.2 Personal Expenses, Allowances, Fees and Charges

The proposed increases in these were agreed. The Board felt that there should be a full review of allowable expenses early in the new year. The General Manager agreed to update the Procedures Manual and would be circulating a draft to the Board for its approval.

7.3 Budget Process and Timetable

The timetable was agreed.

7.4 Bank Mandate

The limit at which the signature of an Officer would be required on cheques was increased to £5,000 and revised signatories for smaller cheques were approved.

7.6 Charities Bill

Jeff Morris asked that our Auditors should provide information with regard to the VAT position of the EBU. As the latest Charities Bill appeared to accept that Bridge was a “sport”, what would be the VAT consequences for the EBU? Would all our entry fees become free of VAT and what would happen to VAT on membership fees – at present we were not paying the full seventeen and a half per cent on subscriptions. What other financial consequences would result from sport recognition? He said that he understood that there was rate relief for sport clubs but were there concessions for sports headquarters and, if so, how much would it be worth to us? There might be other implications – for instance, would educational services be liable for VAT?

8 EBU OFFICE

The General Manager reported as follows:

8.1 Staffing & Aylesbury Headquarters

The Youth Development Officer, Alison Nicolson, had resigned. Following the sad loss of Brian Smith, the day-to-day systems were being run very capably by the Accounts Assistant, Gail Nancarrow. She would be taking on more responsibility for the accounts department and, where necessary, Tony Parks would be called in to give his assistance. The General Manager and the Treasurer would be monitoring the situation.

8.2 Health and Safety in the Office

A Health and Safety Audit had been done on 4th December by Malcolm Oliver and Karen Durrell. Generally the report was positive, though action was required on cabling management and electrical wiring.

8.3 Telephone System

A proposal was put before the Board to replace the existing nine-year old telephone system, which was now obsolete and becoming increasingly difficult to maintain. The proposal by Freedom was approved. John Carter requested that Barry Capal look into the provision for greater use of conference calls to enable the possibility of committee members to meet telephonically.

8.4 Youth Bridge Officer

Barry Capal agreed to identify a suitable candidate for this position in conjunction with Jeff Morris and Graham Jepson.

8.5 Communications Officer

Barry Capal and Sally Bugden to investigate an appointment taking into consideration current staffing at Aylesbury.

8.6 EBU Scoring Program

Max Bavin and the General Manager were still working on finding a scoring program that the EBU can use and recommend.

9 COMMITTEE REPORTS

The Board confirmed that the General Manager may attend any meetings of the Standing Committees that he judges to be in the furtherance of his responsibilities.

The Chairman said the Officers would be arranging meetings early in the new year with the Chairmen and Vice-Chairmen of all three Standing Committees. The objective of these meetings would be to explore the nature of their relationship both with the Board and with the membership at large.

Concern was expressed at the number of complaints that had been received from members about the attitude of some Tournament Directors. The Law & Ethics Committee and the Tournament Committee would be asked to explore jointly the provision of training in Customer Care for our TDs in the context of the Union's BB@B initiative.

Barry Capal reported on the penalties that had been imposed since the national adoption of the BB@B Policy.

10 NEW DISCIPLINARY PANEL FOR 2006/7

The panel would be as follows:

John Williams – Oxford
Keith Stanley – Gloucestershire
Jeff Smith – Manchester
Don Smedley – Derbyshire
Joy Mayall – Sussex

Gerard Faulkner had agreed to continue to act as the Pro Bono Adviser for the following year

11 MEDICAL INSURANCE FOR MEMBERS

It was agreed not to take this any further.

12 BGB MATTERS

It was confirmed that Philip Mason would be John Neville's successor as EBU representative for BGB, effective from 1 January 2007. Work in hand at present consisted largely of the management of the Home Internationals, the Gold Cup and Silver Plate competitions, and the BGB Sims. In addition the concept of a 'Seniors Camrose' event needs to be explored, and Max Bavin and Sandra Claridge had agreed to undertake this.

13 EBL & WBF MATTERS

The Chairman reported that the quaternary elections to the EBL executive would be held in June 2007 in Turkey. David Harris would be standing for re-election.

The Board asked the Tournament Committee to consider whether the Brighton Senior Congress should continue as an EBL Competition in view of the low attendance of oversea players. The Chairman suggested that, in view of political considerations, any proposed change should be discussed first with David Harris

EBL NBO's Seminar will be held in February 2007; Peter Stocken, Sally Bugden and Barry Capal would be attending.

14 ANY OTHER BUSINESS

Graham Jepson said that though the results of competitions were being posted onto the website in record time, he felt that members did not want accuracy to be sacrificed in the interest of speed.

At the request of Jeff Morris, the Board agreed to further concessions to Junior Squad players participating in certain EBU events. As of immediate effect, Under 25, Under 25 girls, and Under 20 squad members playing in partnership with other members of their squad would have their entry fees waived for certain events.

Jeff Morris raised further matters relating to Youth Bridge, which would be discussed at the next meeting.

After discussing the views expressed at the AGM, the Board reaffirmed its support for the planned £2 discount to members paying their subscription by Direct Debit.

As part of the Focus on Value initiative, a suggestion that two new ranks be added to the lower echelons of the Master Point Scheme was referred to the Tournament Committee.

(THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOARD MEETING)

**The next Board meeting will be held on Tuesday 23rd January 2007 at
Sir Robert McAlpines offices, 1st floor, 40 Bernard Street, London**

(Please note that all meetings will now commence at 12.00)