Team Bath AS AGM Minutes

Thursday 9th November 2023
Lecture Room @ University of Bath STV

Agenda:

1. Welcome
2. Chairpersons Report
3. Treasurers Report
4. Consideration of accounts & appointment of independent examiner
5. Election of Executive Officers
6. Election of Membership Committee members
7. Close

Meeting Minutes:

Welcome:
NC opened the meeting 19:08, welcomed everyone, shared the agenda and recognized that a quorum was present in line 11.2 of the constitution. NC invited those present to take a hard copy of the Chair report, Treasurer report and verified accounts which has been previously shared.

NC asked if all present were happy for any matters that required voting to be completed via a show of hands which was unanimously agreed.

Chairpersons Report:
ME provided a summary of the Chairpersons report that had previously been sent to all members. ME re-iterated that the club was now in a more stable place and has a solid foundation from which to move forward, specifically due to the squad restructuring and overall financial position of the club. ME stressed the importance of securing more volunteers, both for the committee roles and more broadly and without such, the club would be over dependent on too few people and may not be able to operate effectively.

ME re-affirmed that he would not be standing for Chair given his professional commitments and the need for the Chair to be able to prioritise the needs of the club, however, ME stated he would continue to assist the incoming Chair and the committee moving forward in whatever capacity they required.

NC & GS thanked Matt for his dedication, partnership and leadership over the last twelve months which was echoed by all present.

Treasurers Report:
Similarly, GS provided an overview of the treasurers' report that had previously been sent to all members. GS re-affirmed how heartening it was to see the number of people who have been prepared to put in a significant amount of time and effort to position the club on a more stable financial footing going forward. GS shared how the club was now in a much-improved financial position, however, it was noted this was in large part due to a kind donation and the contribution from the sponsored swim. GS re-iterated the importance of the 2024 meets @ Millfield to our ongoing finances but did state he had taken a prudent view when finalizing the budget for the current swim year.
GS also provided commentary in regards the clubs budget for the 23/24 season to give members a sense of the direction of travel for the club and stressed the importance that all members/parents provide support for our initiatives to raise funds in the season.

Consideration of accounts & appointment of independent examiner:
ME confirmed that Dave Guy who served as our independent examiner would be stepping down. It was proposed that Adrian Phipps, the Chief Financial Officer at Holman UK be elected as Independent Examiner for the Club and its finances.
Members unanimously approved this agenda item.

Election of Executive Officers

Exec Co Role	Nominee	Proposed	Seconded
Chair	**Rob McFarland**	Nick Caller	Matt Eves
Club Secretary	**Sarah Eves**	Gareth Strange	Nicky Slee
Treasurer	**Gareth Strange**	Matt Eves	Jim Durrant

Members unanimously approved the above appointments.

Election of Management Committee members:

Mgmt. Co Role	Nominee	Proposed	Seconded
Communications Officer	**Nicky Slee**	Gareth Strange	Cara Dowding
Membership Co-Ordinator	**Irene Bopp**	Matt Eves	Nick Caller
Workforce	**Victoria Naudi**	Nick Caller	Sarah Eves
Academy Co-Ordinator	**Cara Dowding**	Nicky Slee	Matt Eves
Competition Secretary	**Gina McFarland**	Sally Fowler	Gareth Strange
Open Meets Promoter	***Vacant***		
Fundraising Officer	**Nick Caller**	Matt Eves	Gareth Strange
Performance Liaison	***Vacant***		
Welfare Officer #1*	**Emma Lewis**	Jim Durrant	Sarah Eves
Welfare Officer #2*	**Jill Wildish**	Emma Lewis	Cara Dowding
Swim Mark Officer	***Vacant***		

*It was noted that both Emma Lewis and Jill Wildish would not formally be able to undertake the role until they had completed the final elements of their training. **Jim Durrant** kindly offered to continue in an interim capacity until this point which was expected in the near future.

Further, ME reiterated the importance of help from other club members. Many of the committee roles require additional support to effectively execute their role. It was agreed that the new committee would prioritise the appointment of 'deputy' roles as required.

NC thanked all outgoing committee members for their tireless efforts and welcomed all new members.

Members unanimously approved the above appointments.

The Executive Committee and Management Committee members identified herein were duly appointed to the Executive and Management Committee of Team Bath AS with immediate effect at close of business for this AGM.

NC thanked everyone for their attendance and closed the meeting 19:54