

Board of Management meeting minutes

27th February 2022 - online

Version: 1

Adopted on: pending ...

Last reviewed on: pending...

Next review date: N/A

Attendee	Role	Attendance
Iain McKinven (IM)	Chair	Dial-in
Stevie Neilson (SN)	Chief Operations Officer	Dial-in
Melissa Hutcheon (MH)	Director - Comms	Apologies
Ewan Hunter (EH)	Director - Commercial	Dial-in
Scott McKean (SM)	Director - Finance	Dial-in
Danos Sagias (DS)	Director - Man Competitions	Apologies
David Mallon (DM)	Director	Dial-in
Karen Murty (KM)	Director	Apologies
Jim Rankin (JR)	SHA Board Special Advisor	Dial-in
Barry Cook (BC)	sportscotland Partnership Manager	Apologies
Marcin Zdrojewski (MZ)	SSA support (minutes)	Dial-in

1. Welcome/introductions/check in/Apologies

IM welcomed everyone to the meeting.

Apologies were noted for MH, KM and BC.

No new COI were reported.

2. Minutes of previous meeting

Minutes of the Board meeting held on 26th January 2022 were approved

3. Review of previous actions

Ongoing actions were reviewed and updates were provided. No further comments were made.

The Code of Conduct and Anti Doping update were adopted.

Proposed: EH

Seconded: KM

4. Commercial subgroup progress and next steps

EH presented new financial opportunities, facilitated by the partnership packages to be shared in the first instance via social media such as Facebook, LinkedIn etc.

EH still to speak to Martin Dowden at BBC around SHA appearance on BBC Sport online.

Both the content and the presentation were very well received by the Board. JS and EH contribution was acknowledged.

IM enquired around the ideas of deploying the above and further suggested making use of Annual Report to feed into the holistic impact.

EH suggested coming up with a comms strategy spreadsheet where information around target organisations and ongoing communications could be logged.

SN emphasised that there is still around 8 weeks remaining to get the branding and materials ready.

IM acknowledged this is a really significant achievement, a beginning of a trip but a great step in the right direction. Well done to EH.

IM initiated a discussion around potential impact (in terms of contractual) should the event be cancelled. SN suggested covering it under event insurance. DM shared that he used to draft event agreements and offered to look into drafting a checklist for the sponsorship agreement.

Ⓐ DM to assess event sponsorship agreement options in light of potential event cancellation [20220223.01]

Ⓐ DM to email a list of potential sponsors to EH [20220223.02]

Ⓐ SN to get rough figure of the event insurance [20220223.03]

☑ It was agreed to take the figures out of the high level sponsorship proposal though leave the sponsorship banding

Finally everyone agreed that the sponsorship figures and levels might be a subject for further revision should the BBC coverage be confirmed.

5. Financial Update

IM provided feedback on recent remuneration committee discussions.

UKAD submission scheduled to end of March. JS contribution towards it and the standards was recognised.

Equality survey to fulfil **sportscotland's** standards requirements is to be circulated round the Board.

IM further turned the Board's attention to trans-gender standards and the work required around it.

6. Commercial Group Update

7. Date of next meeting

8. AOB

DM was keen to know how experienced the Board is in running the events.

9. Close of meeting

IM closed the meeting at 20:04

Actions Summary

- Ⓐ DM to assess event sponsorship agreement options in light of potential event cancellation [20220223.01]
- Ⓐ DM to email a list of potential sponsors to EH [20220223.02]
- Ⓐ SN to get rough figure of the event insurance [20220223.03]

Decisions Summary

☑ Minutes of the Board meeting held on 26th January 2022 were approved

☑ The Code of Conduct and Anti Doping update were adopted.

Proposed: EH

Seconded: KM

☑ It was agreed to take the figures out of the high level sponsorship proposal though leave the sponsorship banding