



## raft Minutes of the AUK Board Meeting held by Teleconference, 8pm, 27 July 2015

1. To record those present and accept apologies for absence.
  - a. Attending: Chris Boulton (CB), Chris Crossland (CC), John Sabine (JS), Martin Foley (MF), Mike Wigley (MW), Peter Lewis (PL), Paul Salmons (PSal), Paul Stewart (PSt)
  - b. Apologies: John Ward (JW)
2. To Review honoraria

CC presented the review document BMR150727 Additional Honoraria Recommendations produced by the Honoraria Sub Committee (CC, CB, JS).

CC described the intent to bring honoraria payments in line with changing roles and responsibilities, and to implement the changes ~~to~~ regarding taxation agreed at the previous Board Meeting, i.e. for payments to be recorded before tax, and to these ends there had been considerable discussions with individuals to understand and assess responsibilities and workload of some directors and delegates. So for example, the honorarium for Finance Director had been reduced to recognise what is now a largely a strategy and supervisory role, with book keeping, a large proportion of the work, now handled at an economic rate by an accounts delegate, effectively outsourced. The total payments for Membership and Events were recommended for uprating because there were now additional delegates to be considered. The function of Handbook production was now effectively handled through updating of the website by PL & PSt. The function of Systems manager was now split between a web delegate, a server support delegate and the General Secretary. The role of the General Secretary had also expanded. Recognition was also given to the new role of Events Services Director. CC noted the role was currently largely supervisory but this might involve considerable effort in future. It was recognised that future changes to roles/workloads and/or specific additional workloads arising, such as non-recurring projects, would need to be addressed in due course. The Board noted that the workload associated with the role of Chair had similarly grown and this would be reviewed next year. This review would not involve the Chair; any such review would most likely involve the Secretary and/or Finance Director plus non-executive directors. With this variation, it was agreed to accept the report of the committee.

It was noted that in general there seemed less interest from members in taking on major projects/roles within the current system, and the trend was likely to be for the increasing amount of work involved in the administration of AUK to be paid for in full. This will likely require further reviews regarding how AUK operations are staffed and supported.

PSt asked about continuing the policy initiated in 2014 of inviting AUK delegates to the Annual Reunion as AUK guests, i.e., paying for accommodation, as part of the process of thanking them for the service. This cost ~£1500 in 2014. It was noted this had little impact on actual attendance by delegates in 2014 though more might attend

in 2015 with more notice, but that all appreciated the offer. It was also expected that overall costs for the Reunion/AGM will fall this year by way of reduced costs for voting. The Board agreed to continue the offer to delegates.

### 3. Appendix 9.8.2 Proposal

The board reviewed feedback on the proposal to date arising through the AUK Forum. PSt noted that whilst the amendment had been primarily moved to support GPS Permanents much of the feedback had related to Calendar events, and to that end he proposed the amendment be extended to recognise the organisers ability to take measures to ensure riders follow mandatory routes (as below) and this was agreed.

*App 9.8.2(f) Mandatory routes may include unannounced controls and/or other measures at the discretion of AUK to ensure riders follow the registered route.*

The Board noted the operational constraints impacting 'GPS Calendar' event. The difficulties associated with receiving and/or processing regular gpx tracks at the event Arrivee renders that approach impractical whilst the use of other technical solutions ('dibbers', timing chips, trackers, etc.) invokes considerable extra cost and effort. This would also impact the central validation of events longer than 200km and BRM events require validation by brevet card anyway. The 'GPS Calendar' format might be appropriate for x-events with postal finishes and this may be progressed once improved procedures for supporting GPS (DIY) Permanents are in place. PSt noted that Francis Cooke was upgrading the DIY Permanent process to allow for GPX track submission as part of the DIY Perm brevet entry application, and this would be trialled prior to AGM2015, when the amendment will be presented for approval by the membership.

### 4. AOB

#### 4.1. Bank Accounts

The list of Bank Accounts proposed by PSal was approved, including retaining an account for Reunion payments (PSal to advise PSt of account details).

#### 4.2 Audax.UK

The Audax UK forum has been transferred to [forum.audax.uk](http://forum.audax.uk) and the new 'official' email addresses of @audax.uk are being rolled out. Whilst the immediate focus has been on Board email addresses, this might be extended to delegate functions as appropriate, i.e., [renewals@](mailto:renewals@audax.uk), [events.se@](mailto:events.se@audax.uk), [diy.se@](mailto:diy.se@audax.uk), etc.

#### 4.3 Changes to the event start/finish list system

The board reviewed recent changes to the start/finish list implemented to support 1YTT donations and temporary membership accounting, and agreed to complete the process of rolling out the full set of 'entry codes' for Did Not Start/Finish/Enter (DNS/DNF/DNE). The DNE code applies to incorrect entries tagging them as inactive and removing the requirement for such entries to be deleted. This is in line with general accounting/e-commerce practices where such transactions are deleted but set inactive. MF will liaise with Francis Cooke to progress implementation and advertising the change to organisers. n.b., Francis has recently implemented checks for duplicate entries prior to initiating paypal transactions with a view to reducing the number of incorrect entries.

#### 4.4 Brevet Card production

PL reported the process of transferring the main Brevet Card Production facility to Oliver Iles will commence in the next week or so. John Ward will provide an interim service until Oliver is up and running after PBP.

The Board offered a vote of thanks to Tony Greenwood, the retiring Brevet Card Secretary for his efficient service and would explore the options of substantiating its thanks in liquid form.

#### 4.5 LEL2017

CC, CB and PSal will be meeting with Danial Webb on 29<sup>th</sup> July to progress planning for LEL2017.

#### 14. Dates of next meetings:

- a. BM: Teleconf late August/Early Sept (date tbc)
- b. BM: 9am , 7<sup>th</sup> October 2015, IBIS Birmingham
- c. AGM: 2pm, 14 November 2015, Holiday Inn, Peterborough
- d. BM: 9am, 9th December, 2015, IBIS Birmingham