



MINUTES FOR THE AUK BOARD MEETING
HELD via TELECONFERENCE
on 7 October 2020 STARTING AT 09.00.

PRESENT:

Chris Crossland (“CC”) (Chairman)
John Sabine (“JS”)
Graeme Provan (“GP”)
Caroline Fenton (CF”)
Ian Hennessey (“IH”)
John Ward (“JW”)
Nigel Armstrong (“NA”)
Daniel Smith (“DS”)
Rob McIvor (“RM”)

IN ATTENDANCE:

Kevin Lake (“KL”)

APOLOGIES:

Martin Stefan (“MS”)

1. Opening

The Chairman reported that due notice of the meeting had been given and that a quorum was present. Accordingly, the Chairman declared the meeting open.

2. Declarations of interest

None.

3. Minutes of Previous Meetings

The following minutes were duly approved:

8th July board meeting

4. Matters Arising from Minutes of Previous Meetings

4.1 Suspension of Activities

GP noted the continuing imposition of new restrictions across the UK. He believed that none of the current restrictions necessitated any change to any of AUK's national guidance documents or its permitted validations but did note that there were particular areas where the restrictions would impact on rides and events.

CC was concerned about the position in Wales and, in particular, the restrictions on travel. He had seen proposals that suggested the pending traffic light system could include restrictions on sport. It was generally noted that the board could convene on short notice if any changes did become necessary as the situation evolved.

JW stated that it was not possible to track every event or ride. AUK should make it clear to organisers and riders that they bear the responsibility for their own events or rides.

GP asked IH about calendar events with over 30 people. IH reported that he was confident that his regional delegates are in control and that organisers were sticking to the guidance.

CC asked how the members of the board felt about the resumption of events in general. It was agreed that the scale and scope of the resumption did not need to be changed at present. It was agreed that it would be reviewed at the January board meeting subject to any changes to any national guidance in the meantime.

IH asked what would happen with the 2020/21 championships given that the new season was due to commence on the 1st November. It was noted that changes to the guidance could unfairly prejudice some riders on the basis of their location. It was therefore agreed to continue the suspension of all points or distance championships. Brevet and randonneur awards will continue as previously.

5. Business

5.1 Confidential

5.2 Brevet Cards

RM is awaiting new proofs from Ged Lennox.

DS and JW noted that stocks were running low.

5.3 2019 trophies and awards

GP had posted an update from the Awards Secretary with the board papers.

RM agreed to contact the Awards Secretary to arrange to collect the 2019

memento trophies, order replacements as necessary and distribute them to the correct recipients. CC noted there was a list detailing everything that was outstanding.

GP, DS and CC will need to deal with the current season before Francis Cooke shuts down the system for the new season.

The merit awards will be considered at the January meeting.

5.4 AGM

GP reported it was very likely that the AGM would be virtual if held in February. It was generally agreed that it would be preferable to have a physical meeting if at all possible. It was agreed that the AGM could be pushed back into the spring in the hope that a physical meeting might then be possible..

GP to report on possible meeting formats if it is to be a virtual meeting.

It was noted that if membership fees were to increase for 2022, they should be put to the AGM.

Elections will need to be held for:

Chair
Permanent Events Secretary
Event Services Director
Membership Secretary
2 Non-executive directors

5.5 Members' Survey and Strategy

CF noted the survey results had been available to members for some time via the website.

CC believes the Board should defer a review of the strategy document while the pandemic continues. Given the degree of uncertainty resulting from measures taken to control the pandemic, it was difficult to make any realistic estimates concerning membership numbers, finances, interest in events, etc. He also noted that with the recent cleaning up of the membership records, AUK was slightly further from the threshold of 10,000 than had been expected, potentially pushing back the target date at which we would need to have paid staff in place.

5.6 Management Accounts

NA has been concentrating on finalising AUK's annual accounts and presented his draft ANNUAL REPORT AND UNAUDITED ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020, which was noted.

Whilst income has inevitably dropped, direct costs are very similar. Meanwhile, IT Project costs had been substantially lower than in the previous year.

AUK was showing a small profit for the year and funds in the accounts were £23k higher than the previous year.

5.7 Other business

DS suggested that one of the currently inactive volunteers could be tasked with uploading the historical records.

CC thanked the members of the Board for all their hard work during the COVID pandemic and in dealing with the resumption of activities.

CC also thanked Francis Cooke for the work he had been doing on the IT Refresh Project.

5.8 Director Reports and Matters Arising

Chair & ACP/LRM Report

The Chair referred to his report.

- ACP had indicated some relaxations of conditions for the organisation of BRM events in the forthcoming 2010-21 calendar.
- ACP had reminded national randonneur associations of the 100th anniversary on Saturday 11 September of the first BRM brevet, and hoped that all national associations would organise at least one celebratory brevet in 2021. The Chair hoped that we could give organisers the opportunity to promote one such so that we can have more than one and maybe we could even use the special ACP medals to be produced for such events.
- LRM's request for event submissions for 2020-21 was accompanied by other news detailed in the report. With the agreement of LEL Ltd, LEL would be included in our submission for 2021 on the understanding that when the decision whether to go or not is made in November, we will be able to confirm that or withdraw it.

General Secretary

- GP had located a soft copy of the newly tabulated Audax UK Regulations. Subject to the correction of any typos, it was agreed to publish these in their entirety on the website.

KL joined the meeting

5.9 IT Update

KL joined the meeting.

KL reported an ongoing issue between aukweb and its paypal interface.

There was also an issue with http/https. Aukweb's architecture is such that it creates a problem but Francis Cooke has been copying pages across to resolve the issue – in any event, the site is secure.

The new website is subject to ongoing maintenance and changes.

There are a number of fixes outstanding. AUK's contractor seems to have less time to devote to AUK but he has put forward a replacement.

The route validator had a recent outage following some updates to its developer's servers. This had been resolved but it had highlighted the fact that the validator is not under AUK's control or ownership and is essentially unsupported. As such, it would be difficult to maintain and improve going forwards. The system is fairly slow for organisers. KL will investigate how to enhance the system.

JW wondered if e-brevets might eventually replace the route validator.

Work is ongoing with the back-end database between KL and Francis Cooke.

KL had been exploring a commercial purchasing solution but it did not fulfil AUK's requirements. The purchasing system will need to be coded and developed in house with developer support. KL is also exploring a payment system that could split payments between recipients.

In any event, a review of business processes is essential for Phase III.

NA queried the likely budget for Phase III. KL believes it will be less than originally forecast but likely to be over £100k.

The first step is to complete the user stories for Phase III.

Membership Secretary's Report

NEW MEMBERSHIP SYSTEM: The milestone of moving to the new system had been achieved on 14/07/20. Data migration had thrown up few errors and several of the new features had proved very useful already, for instance automated direct debit processing.

MEMBERSHIP: The number of members is down about 200 on a like-for-like basis compared to 2019. However, a review of the number of Life Members has resulted in the removal of 530 members who did not subscribe to *Arrivée* or respond to a request to confirm their interest last year.

Event Secretary's Report

The two-tier covid regulatory system of lighter touch for smaller (under 30) events appeared to be working well.

The events calendar was possibly looking a bit sparser than last year, but may well bulk up as time goes on.

Permanents Secretary Report

Since the previous Board meeting, Permanent events including DIY up to 600km events had been progressively unsuspended. Most organisers have opted in to this, but a few have decided against. The process has not been smooth with some events being switched on or off due to devolved restrictions.

Dave Allison's e-brevet phone app is being rolled out as an alternative to increasingly popular GPS validations for permanent events.

Event Services Director Report

Since the last full meeting, DS had been successful in finalising the list of members who had completed last year's PBP. He had also revised the organisers' event validation form. Other matters being dealt with or requiring further discussion are in his report.

6. AOB

There being no further business, the meeting closed at 13:30

7. Closure

There being no further business the Chairman declared the meeting closed at 14.33.

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Chair

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