



Annual General Meeting

Date: Monday 21 November 2016

Present: Moira Maguire (President)(MM), Graeme Dunn(GD), Brian Nisbet(BN), Neil Donachie, Marion Donachie, Moira Nisbet(MN), Alistair Aitchison, Barry Craighead(BC), Marjory Cook, Alex MacEwen (AMacE), Martin Ferguson, Yvonne Jones, Bill Walker(BW), Eric Fisher, Gary Leek(GL), Derek Cogle; Bob Moxey; Keith Ridley; Gillian Cooke; Enid Johnstone.

1. President's Remarks, Welcome and Report:

Moira Maguire welcomed and thanked everyone for taking time to attend the AGM. MM commented on the achievements of our athletes and named some outstanding individual and team performances and highlighted how proud as a club we are with these achievements.

MM highlighted the awards the club and members of the club had been nominated for. This demonstrated the achievements of the club, and the high standard of all coaches, athletes, officials, helpers and parents. MM congratulated all nominated.

MM confirmed how the change to the Governance and structure, adopted at the EGM, will help the club move forward in 2017. MM highlighted the need to ensure we offer all athletes the opportunity to fulfil their own potential – playground to podium. The need to ensure we identify where our sub groups require additional support and recruit volunteers with appropriate skills to fill the gaps. The need to ensure we respond to the requirements of a new facilities group to allow for any changes taking place, in the future, at Meadowbank to be considered. (See appendix 1 for full update).

2. Apologies:

Elsbeth Morris, Jim Oliver, Bill Gentleman, Janeth Hall, Susan McKelvie, Gary Robertson, Ian Clifton, Lauren Stoddart, Gayle Wilson, Ann Scott, John Scott and Sarah Warnock.

3. Review of November 2015 AGM Minutes:

MM asked for approval of these minutes by a person present at this meeting last year:

- Proposed: Marjory Cook
- Seconded: Brian Nisbet

Matters arising – None.

4. Receive and consider the Sub Groups' reports:

Communications: Sub group leader Gary Leek outlined the objectives and the achievements to date. GL confirmed that raising the profile of the club through good communications will help to secure sponsorships and will benefit the club long term. GL



urged everyone to look at <http://edinburghac.org.uk/>, where news and updates are always available. (See appendix 1 slides 16-18)

Events: Sub group leader Moira Nisbet outlined the objectives and achievements of the events sub group to date. MN commented early days with this sub group and a lot to achieve in 2017 to meet the objectives. MN highlighted that the plan was to have small working parties within the sub group to attend and help with e.g inductions, officials training, organising leagues etc. (see appendix 1 slide 19)

*HR:*BN outlined the objectives, actions and achievements during 2016. BN highlighted the number of induction courses that have been completed during 2016 enabling 86 new junior members to the club. (See appendix 1 slide 20)

Facilities and Coaching: BW provided a report on the areas covered by this group. The success of the induction courses during the year. An update on coaching which highlighted fourteen club members attended an Assistant Coaches Course at Meadowbank. BW outlined the Club dance due to take place on 25th November is a major fund raiser for the club and encouraged members to buy a ticket, make a donation or buy a raffle prize. BW outlined his concerns around the future of Meadowbank and encourages athletes, parents, coaches and officials to attend the information days on 17th & 22nd November. (See Appendix 2)

Endurance: EJ & A MacE provided the reports for the Endurance Sub Group. A MacE talked through both reports highlighting the successes for athletes, coaches, parents and seniors. (See appendix 1 slides 22 – 23)

MM thanked all sub group leaders for their reports on behalf of the sub groups and for the work that has been put in during the year by all involved and commended the reports to the meeting. MM highlighted the importance of establishing protocols, procedures and check lists for each of the sub group.

5. Treasurer's Report:

GD provided the Report of the Trustees and Unaudited Financial Statements for the year ended 30th September 2016 for Edinburgh Athletic Club see *appendix 3*. GD provided an overview of our accounts, and reported a deficit at year end of £9401 of expenditure over income. GD talked through some notes/comments to the accounts. GD highlighted that hotels and transport are a big expenditure for the club however the net cost was acceptable and a reasonable price to pay for the benefit our athletes gain in competing in these leagues at a very high level. GD outlined the “net” figures taking into account athlete/coach/official contribution together with any UK contribution. GD explained he would highlight the cost of travel to some of the matches to give an indication of what transport costs are competing at the top end in athletics:



- YDL final in Bedford cost the club £2180 per bus and 4 buses were sent for this final (2 on Saturday and 2 on Sunday). GD highlighted it was a cost to the club however it allowed 150 athletes an opportunity to compete at top level against the top clubs in the UK.
- YDL Leeds – required 2 buses costing £1040 per bus
- UKWAL 3 matches this year all requiring flights to travel 2 London matches and 1 match in Cardiff plus the cost of hiring a bus to take athletes, coaches and officials to their hotel/competition costing around £700.
- BC congratulated GD on an excellent report and asked about the affiliation costs to Scottish Athletics. GD advised for 2016 this was £3795.
- ND asked about the £500 grants – GD highlighted it was money received for performance of indoor relay teams.
- MN asked about Gift Aid – GD outlined that he was still investigating how we could tie in gift aid to membership fee. GD advised that we wanted to be absolutely certain that we were doing the right thing. GD confirmed he was aware that other clubs had already gone down that route, but wanted to check thoroughly.

MM thanked everyone for their input and commended the Treasurers Report to the AGM and thanked GD for his expertise in handling our finances and presenting the update. (See appendix 3).

6. Appoint Independent Examiner:

GD outlined he had spoken with Duncan M Walker, of Duncan Walker Partnership Ltd, who confirmed was happy to review the accounts again this year asked the meeting to accept this appointment as our Independent Examiner for the accounts as at 30th September 2016. A unanimous show of hands agreed this appointment.

MM thanked GD for recommending the independent examiner.

7. Finance:

BN outlined the objectives and achievements under the Finance Sub Group. BN confirmed that the membership fees would remain the same as last year no increase.

Please see *appendix 4* for the membership fee scale for 2017.

MM thanked BN for the work he does with the membership and to GD for his contribution to this sub group.

8. Election of Executive Committee:

All existing members apart from Sarah Warnock agreed to stand again and were not challenged

Exec Committee:

President – Moira Maguire

Vice President – Yvonne Jones

Treasurer – Graeme Dunn

Honorary President – Barry Craighead



Sub Groups & Current Leaders:
Finance – Graeme Dunn and Brian Nisbet
Endurance – Alex MacEwen
Facilities & Coaching – Bill Walker
HR – Yvonne Jones
Events – Moira Nisbet
Communications – Gary Leek

Other supporting roles:
Admin Secretary – Lynn Allan
Competition Reps – Ann Scott, Enid Johnstone & Alex MacEwan
Athlete Representatives – Martin Ferguson and Gillian Cooke
Parent Committee Link – Yvonne Jones
General Members – Neil Donachie and Marjory Cook

*All above members were duly re-elected by a unanimous show of hands.
Gillian Cook was nominated as new ladies athlete rep and this was accepted proposed by
Eric Fisher and seconded by Bill Walker. (See appendix 4)*

MM thanked the existing committee for their support during the year and thanked the meeting for their support of the Executive Committee.

9. AOCB:

YJ – highlighted in her role as HR sub group leader she was concerned about what happens when Meadowbank closes. BW confirmed he is investigating several options and that a sub group will be set up and will meet and discuss proposals and report back to Exec Committee.

BC – confirmed that in his opinion at the meetings with the Council they gave the impression that the council would fund any costs.

10. Date of Next Executive Meeting: Monday, 28th November 2016 at 7.30 pm @ Meadowbank to review any actions from AGM.

MM thanked everyone present for their input to this meeting.
Meeting closed 8.45 pm

*Moira Nisbet
Minute Secretary*

AGM Minutes approved at AGM meeting held on 20 November 2017

Approved by: Enid Johnstone

Seconded by: Neil Donachie



Appendix 1 -



Appendix 1 Presidents
Report.pptx

Appendix 2 -



Bill Walker
Report.docx

Appendix 3 – Financial Statements for the year ended 30th September 2016
See separate attachment

Appendix 4: Membership

CATEGORY	DESCRIPTION	MEMBERSHIP RENEWAL SUBSCRIPTION IF RECEIVED BY 31ST MARCH, 2017.
Senior	17 years or over including U/20, U/23 & Vets	£50
Junior	U/13, U/15 & U/17	£50
Juvenile	U/11 and younger	£50
Student	In full time Education	£50
Family	3 or more members of family residing at the same address	£120
Associate	Non-Competing Coach, Official & Helper	£0 or voluntary donation
Friends of EAC	Supporter / Sponsor	Donation
Life Member	By Club Executive Recommendation & approval	Free
Concessions	Unemployed, 60 years or over	£50

Please note: A “late payment” levy of £5.00 will apply where membership renewal subscription is not received by 31st March



Appendix 5:

CURRENT EXECUTIVE, CO-OPTED MEMBERS, SUB GROUPS AND TRUSTEES:

Executive Committee:

Honorary President:	Barry Craighead
President:	Moira Maguire
Vice-President:	Yvonne Jones
Treasurer:	Graeme Dunn

Sub Groups & Leaders:

Finance:	Graeme Dunn and Brian Nisbet
Endurance:	Alex McEwan
Facilities & Coaching:	Bill Walker
HR:	Yvonne Jones
Events:	Moira Nisbet
Communications:	Gary Leek

Other Supporting Roles:

Competition Reps:	Anne Scott, Enid Johnstone & Alex MacEwan
Athlete Representatives:	Martin Ferguson & Gillian Cook
Admin Secretary:	Lynn Allan
General Members:	Neil Donachie & Marjory Cook
Parent Committee Link:	Yvonne Jones