

# Board of Trustees



Reg. Charity No. 1111776

## MINUTES (CONFIRMED)

Date of Meeting: 26 September 2010  
Time: 12:30 – 16:00pm  
Venue: Reading Deaf Centre, 131-133 Cardiff Road, Reading

### UKDS10.53 Attendance

#### UKDS10.53.1 **Present**

Philip Gerrard (Chair)  
Stuart Harrison (Trustee)  
Steve Wherry (Trustee)  
Caroline Hurley (Trustee)  
Josef Baines (Trustee)  
Jonathan Reid (Trustee)  
Sharon Hirshman (Trustee)  
Kevin Whalley (Interim Trustee)

#### UKDS10.53.2 **In attendance**

Gordon Hay (Coordinator) – Minutes taker  
Derek Simmons (Hon. President)

#### UKDS10.53.3 **Apologies**

None

### UKDS10.54 Declaration of Trustees Interest

UKDS10.54.1 There is no declaration of Trustees Interest for this meeting.

### UKDS10.55 Minutes

**RECEIVED & NOTED** Unconfirmed minutes of meeting of 18 July 2010.

**APPROVED** The minutes were approved by the Board as an accurate record of the meeting.

### UKDS10.56 Financial Update

**RECEIVED & NOTED** April – June 2010 Report.

UKDS10.56.1 The treasurer commented that there are no concerns with regard our finances. However the treasurer would like to explore and make further plans after the 6-month report (April – Sept 2010) be available, hopefully by 10 October 2010 Meeting.

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UKDS10.57      **International Committee of Sports for the Deaf (ICSD) Congress 2011 Update**

UKDS10.57.1      There was discussion on which Trustees to attend the ICSD Congress in February 2011 in Slovakia.

**ACTION**      UK Deaf Sport Board of Trustees agreed to send Philip Gerrard and Sharon Hirshman. A Power of Attorney will be sent to ICSD to notify them of Great Britain's Delegates for 2011 Congress.

UKDS10.58      **Strategic Plan Update**

**RECEIVED & NOTED**      6 out of 9 Strategic Plan documents.

UKDS10.58.1      The Board of Trustees reviewed each Strategic Aims in order to prioritise in wake of the loss of staffing from 30 September 2010.

UKDS10.58.2      Each Strategic Aims led by a designated Trustee/Staff gave updates as follows: -

UKDS10.58.3      **Governance:**

- 1) UK Deaf Sport to become company limited by guarantee & charity registered by the end of the 2010-2011 financial year

UPDATE: The Board of Trustees agreed to put this strategic aim on hold until the next financial year.

**ACTION**      The designated Trustee will resume carrying out necessary tasks in order to achieve the aim no. 1 after the 8<sup>th</sup> Annual General Meeting.

UKDS10.58.4      **Governance:**

- 2) Restructure UK Deaf Sport and accountability

UPDATE: There has been a progress on this aim with consultations on Membership and Liaison Officers Structure which outlined the roles and responsibly of every party involved with Deaf Sport in the United Kingdom.

UKDS10.58.5      **Governance:**

- 3) Expand the Board

UPDATE: There has been a progress on this, which the Board of Trustees originally wanted to increase the number of the Board members; with the introduction of Liaison Officers (Sports & Operations) structure being taken place. This will be enable UK Deaf Sport to consider downsizing the number of Board members for the Governance with an increase in Sports & Operations Liaison Officers who will carry out major activities of UK Deaf Sport.

UKDS10.58.6

**Financial Growth**

- 4) Make fundraising strategies for UK Deaf Sport

UPDATE: A lot of activity on the Sport England's £2 million bid which UK Deaf Sport is a part of the consortium led by the English Federation of Disability Sport. A series of meetings with external expertises and all plans have already been drawn up and the only remaining tasks to do are actually carry out the plans to bring the finances in for UK Deaf Sport.

UKDS10.58.7

The Board of Trustees discussed in depth about the Unity Warehouse as it is one of the identified area where UK Deaf Sport could benefit finance-wise.

**AGREED**

The Board of Trustees agreed to release £200 for the signing up fee to enable UK Deaf Sport to be registered with Unity Warehouse.

UKDS10.58.9

**Membership**

- 5) Restructure membership and consultations

UPDATE: 5 consultation sessions took place since the 7<sup>th</sup> Annual General Meeting and a Membership structure drawn up and it is expected to be finalised in time for the 8<sup>th</sup> Annual General Meeting.

UKDS10.58.10

**Sports Development**

- 6) Develop Sport Sciences Committee to provide specific resources for our Deaf athletes and coaches nationally

UPDATE: This aim has not been developed yet.

**ACTION**

The designated Trustee will resume carrying out necessary tasks in order to achieve the aim no. 6 after the 8<sup>th</sup> Annual General Meeting.

UKDS10.58.11

**Elite Sports**

- 7) GBDOC for Athens 2013

UPDATE: There have been a progress with a few Trustees discussing preliminary plans to ensure that a smooth handover from T2009 to A2013.

**ACTION**

The designated Trustee will resume carrying out necessary tasks in order to achieve the aim no. 7 after the 8<sup>th</sup> Annual General Meeting.

UKDS10.58.12

**Public Awareness**

- 8) Improved communication via Media and consultation periods

UPDATE: There has been little progress on this area with Trustees committed to other activities related to other Strategic Aims.



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**ACTION** The designated Trustee will resume carrying out necessary tasks in order to achieve the aim no. 8) after the 8<sup>th</sup> Annual General Meeting.

**UKDS10.58.13 Celebrating success**

9) Deliver Deaf Sports Personality of the Year Awards

UPDATE: Up to 24 September 2010 – a total of 466 tickets sold; on Sunday morning of 26 September (on the day of the Trustee meeting) sales rocketed to a total of 550 due to the deadline imposed to nominate candidates for each award.

**UKDS10.58.14** Approx. 75-80% of the tickets were bought by supporters and families of athletes. The high percentage suggested that athletes are waiting to see whether they are nominated. There is a possible of additional 50 tickets for those who may be nominated and have not purchased tickets.

**UKDS10.58.15** The DSPY2010 brand is available to be sponsored. The Board of Trustees are asked to locate a potential major sponsor for the event.

**ACTION** The Chair acknowledged that one possible sponsor may be able to express their interest. He will follow it up and report back to the Board of Trustees as soon as possible.

**UKDS10.58.16** The Board of Trustees acknowledged that Committees of DSPY2010 had been negotiating with broadcasters about the potential TV broadcasting of the event itself; however, the Board of Trustees strongly recommends allowing BBC's See Hear! to attend with a floor plan with designated areas available to them in order to maximise the publicity.

**ACTION** Steve Wherry will discuss the BBC's See Hear! issue with DSPY2010 Committees.

**UKDS10.58.17** There has been a discussion on the evening programme.

**ACTION** The Board of Trustees recommends that a public programme is to be released in order to maximise the ticket sales.

**UKDS10.58.18** A Risk Assessment from the venue (Wembley) is still outstanding.

**ACTION** Steve Wherry and DSPY2010 Committees will follow this up.

**UKDS10.58.19** A group of volunteering Interpreters will attend before 7pm, and they need refreshments which were not in the Budget at the first place.

**ACTION** Steve Wherry will discuss with Treasurer to see if the 10% continuity cost in the Budget is enough to cover the refreshments.

**UKDS10.58.20** The shortlist of nominations will be released soon, however, the filming of nominated persons need to take place for the evening, there is additional cost for it, which is not in the Budget.

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- ACTION** Steve Wherry will discuss with Treasurer to see if the 10% continuity cost in the Budget is enough to cover the filming.
- UKDS10.58.21 There has been a discussion on the method of payment on tickets. Currently PayPal is the only method to purchase tickets.
- ACTION** Cash and cheques are acceptable methods of payment from now onwards.
- UKDS10.58.22 UK Deaf Sport's Board of Trustees have been invited to nominate one candidate for the Lifetime Achievement Award – after discussion, the Board of Trustees agreed to recommend one candidate to DSPY2010 Committee.
- ACTION** The Coordinator and Steve Wherry will liaise with each with details of the candidate's background.
- UKDS10.58.23 The Board of Trustees discussed about the potential ticket sales at the door on the night.
- ACTION** The Board of Trustees would encourage DSPY2010 to develop a policy on the at the door sales. Steve Wherry will liaise with DSPY2010 Committees.
- UKDS10.58.24 The Board of Trustees acknowledged that there will be an aftermath evaluation meeting which certain individuals will be invited to discuss plans for future DSPYs.
- ACTION** Steve Wherry will report back to the Board of Trustees on the date of the evaluation meeting and individuals will be invited to attend.
- UKDS10.59 **UK Deaf Sport's Visiting Events List**
- RECEIVED & NOTED** Updated UK Deaf Sport's Visiting Events List.
- UKDS10.59.1 There were discussion and clarifications on the Visiting Events List.
- ACTION** The Chair will discuss this matter further with the Board of Trustees outside the meeting.
- UKDS10.60 **A.O.B.**
- RECEIVED & NOTED** Proposal by Doncaster College for the Deaf
- UKDS10.60.1 A proposal from Doncaster College for the Deaf has been discussed with positive feedbacks from each member of the Board of Trustees.
- ACTION** Defer the topic to the next Board Meeting for in depth discussion.
- UKDS10.60.2 There have been discussions on the Deaflympics / Paralympic pathways, which certain members of the public raised with UK Deaf Sport.

**ACTION**

Jonathan Reid will discuss with Steve Wherry and Josef Baines on the previous documents which were released in UKDS' Campaign Pack for T2009 athletes and gather further information in order to make a Statement on this issue as soon as possible.

Signed as an accurate record of proceedings by Philip Gerrard, Chair.

Signed: P.P. Gerrard

Date: 10 - 10 - 2010