

Board of Trustees



Reg. Charity No. 1111776

MINUTES (CONFIRMED)

Date of Meeting: 3 September 2011
Time: 11:00 to 16:30
Venue: Action Deafness, Peepul Centre, Leicester

UKDS11.44 Attendance

UKDS11.44.1 Present

Philip Gerrard - PG (Chair)
Caroline Hurley - CH (Trustee)
Sharon Hirshman - SHi (Trustee)
Josef Baines - JBa (Trustee)
Kevin Whalley - KW (Trustee)
Stuart Harrison - SHa (Trustee)
Gordon Hay - GH (Volunteer)
Jemima Buoy - JBu (Volunteer)

UKDS11.44.2 In attendance Derek Simmons - DAS (Hon. President)

UKDS11.44.3 Apologies Vincent Dickson - VD (Secretary) Jonathan Reid- JR (Trustee)

UKDS11.45 Declaration of Trustees Interest

UKDS11.45.1 PG & GH works for Deaf Direct – conflict of interest with Sport England (item 52)

UKDS11.45.2 SHi - GB Women's Football – issues in SSC (item 47.1)

UKDS11.45.3 JBa – Interactive employee – issues in SSC (item 47.1)

UKDS11.45.4 DAS – family member in GBDWF (item 47.1)

UKDS11.46 Minutes

RECEIVED & NOTED Unconfirmed minutes of meeting of 7th May 2011.

APPROVED The minutes were approved by the Board as an accurate record of the meeting and signed by PG. No amendments were needed.

UKDS11.47 Strategic Plan Update (Board)

UKDS11.47.1 Sports Science Committee (SSC) – JBa explained the set up of SSC.

ACTION JBa to make a brief update/executive summary including costs for AGM.

UKDS11.47.2 Charity Conversion (CC) – KW leads on this.

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- ACTION** KW to give update on where we are now with CC. This is whether there is no resolution sent out or not at this year's AGM.
- UKDS11.47.3 Fundraising
- RECEIVED & NOTED** All documents on letter from Jenny Price, CEO of Sport England. PG & DAS met with her raising concerns about lack of funds and structure for deaf sports in elite levels. Sport England acknowledged that there is a gap at the moment and will seek for alternative arrangements as soon as possible for the next Summer Deaflympics. DAS & PG were asked to discuss with some individuals within Sport England about Talent Programme which will happen soon.
- ACTION**
- GH received a cheque for UKDS from Easyfundraising via SHa.
- GH to deal with admin on addresses where post is sent from easyfundraising.**
- UKDS11.47.4 Membership – Membership Prices to be launched at AGM. It is to be free from now on until March 2012 and then paid membership from 1st April 2012.
- ACTION** **SHa to clarify date of Inclusive Sport bid for PG to include in AGM.**
The dates are: 1st application 23 Nov 2010 and 2nd app 9th April 2011.
- UKDS11.47.5 GBDOC – no update
- UKDS11.47.6 Communications – The website is not being updated. It does need to be updated on a regular basis so who is best equipped to do this?
PG proposes: VD to cover email enquiries; JBu to focus on UKDS governance and GH on the website as well as financial and complicated issues ie ICSD.
- ACTIONS** **PG to confirm with VD on these roles.**
Meeting to be set up with VD, JBu, GH and PG to discuss role clarification.
PG to discuss with JR re media.
Re-look at structure of UKDS to include SP(?) items.
- UKDS11.47.7 DSPY
- RECEIVED & NOTED** **Proposals of DSPY 2012 from Richard Weinbaum to respond by 7th Nov 2011.**
- ACTION** **SHi to lead on this and to send summary proposals to Board to consider whether to accept DSPY proposals or not.**
- UKDS11.47.8 Restructure of UKDS – PG to give update at AGM.
- UKDS11.47.9 Board expansion – no update.
- UKDS11.48 **Action Plan Log & Matters Arising**

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RECEIVED & NOTED Action Plan Log document

UKDS11.48.1 The Board discussed minor issues and updated the Action Plan Log.

UKDS11.49 **Complaints Procedure Policy**

UKDS11.49.1 PG proposed that this item is to be forwarded to the next Board meeting due to time restrictions. All accepted.

UKDS11.50 **Finance Update & Annual Accounts 2010-2011**

RECEIVED & NOTED UKDS Annual Accounts 31 March 2011

UKDS11.50.1 KW provided a summary of our financials. Board happy with it.

ACTION KW to send an electronic copy of UKDS Annual Accounts to JBu for Board approval to be distributed at the AGM.

UKDS11.51 **ICSD Proposals**

UKDS11.51.1 The Board accepted UKDS to vote on our & members' behalf at ICSD Congress at Rome (Sept 2011).

ACTION GH to send revised proposals from ICSD to NGBs before congress starts.

UKDS11.52 **Sport England & Inclusive Sport Funding – Decision of Acceptance**

UKDS11.52.1 SHa gave a presentation on Sport England & Inclusive Sport funding with PG adding comments for clarification to the Board. The Board accepts the proposal.

ACTION SHa to submit acceptance to Sport England.

UKDS11.53 **AGM Plans**

- UKDS11.53.1
- a) It will be at the same venue as last year (Wembley)
 - b) Equipment – microphone & loop available? **ACTION JBa to check this.**
 - c) Food is provided – need to know how many are coming.
 - d) Interpreters (x3) have been booked. Also electronic notetakers for AGM and Q&A session only.
 - e) AGM date & venue to be announced on website. Also programme in PDF to upload to website when ready. **ACTION – CH/GH to update.**
 - f) SHi and CH confirm that they'd like to stand again as trustees. Therefore 4 vacancies remain to make a full 12-people Board.
- ACTIONS – see bold**

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- g) Resolution on Company Ltd by guarantee. **ACTION – KW/PG to look into whether to put it to AGM this year or not?**
- h) Roles at AGM:
 - a. PG to chair AGM all day. SHi on standby.
 - b. SHa to lead on SE/IS element
 - c. DAS with CAC on International element
 - d. JBa with CR on EFDS element
 - e. JBu to follow timings and note next speaker ready.
 - f. GH to film the AGM

UKDS11.54 **AOB**

UKDS11.54.1 UKDS/BDSC – SHi update on working party. Next meeting has been set up for 17th September.

ACTION **SHi & SHa will update us via email after this meeting.**

UKDS11.54.2 Sport England project – SHa informs us that UK Sport leaders now would like to work with UKDS on the SE project. Also Youth Sport Project is keen to have involvement with us especially with schools.
Utility Warehouse – SHa mentioned that Utility Warehouse are keen for charities to benefit from its association with them, UKDS is now registered as a distributor with UW and can collect customers to bring in residual income for UKDS. Staff at UW also nominated the National Deaf Children's Society as a charity of the year but this eventually went to make a Wish.

UKDS11.54.3 Visiting Events Log – JBu will lead on this and will make regular emails to the Board to get this up to date at all times. Also need future events – dates and venues for 2012.

ACTION **JBu to send out the Visiting Events Log to Board on a regular basis.**

UKDS11.54.4 EFDS Board of Trustees – CH asks if we have time to apply to become a Trustee with EFDS?

ACTION **CH to try to apply for a Trustee position with EFDS.**

Board Meeting Dates for 2012 have been agreed as:

February 11th – Oxford


July 14th – venue tbc

May 19th – venue tbc

Sept 29th – venue tbc

AGM 2012 – 17th November at Coventry to coincide with DSPY 2012.

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

Signed: 

Date: 11-2-2012

Signed: 