

Lacrosse Scotland: eAGM – Minutes
Saturday 18th April 2020, 12:00pm

Present:

Ailsa Stott	Jenny Boyd	Pippa McCosh
Alicia Lawson	Jenny Pearson	Heather Macrae
Calum Barrett	Julia Paterson	Rob Powell
Caroline Rae, director	Kirsty White	Iain M Stewart
Charlie Clark	Kitty Synge	Romain Michaelec
Charlotte Leek	Laura Taylor	Jamie Fleming, director
Cornelia Caprazli	Liv Ancell	Stephanie Leach
Dan Clements	Lorna Powell, director	Jane Claydon
Ella Wood	Louise Nichols	Zoe Dickson
Elena	Madeleine Lillie	David Nicolson
Elizabeth Dunn	Mary Dryburgh	David Price
Daniel Gilmour	Ella Buluwela	Flora Goodfellow
Mike Barclay, director	Millie Rivaz	Ishbel Knox
Laura Taylor	Emily Knight, director	Ross Irving
Iain Bell, director	Mina Darwin	Andy Pearson
Stephanie Leach	Ethan Harris	Ben Robertson
Rebecca Schulga	Niamh Maher	Fiona Stewart
Diana Rushton	Hannah Blackford	Milly Virtue
Eilidh Paterson	Pippa Garden	Eleanor Kerins
Elaine Richardson	Hannah Foxcroft	Mason Robbins
		Jennifer Allison

1) Welcome by Lacrosse Scotland Chair (Lorna Powell “LP”)

LP welcomed everyone, thanked them for coming to the 2020 Lacrosse Scotland eAGM and advised that the meeting would be recorded for minute taking purposes.

LP expressed her thanks to Emma Rae for taking the minutes.

LP welcomed members to the first online meeting (e-AGM) and took all attendees through the online ‘etiquette’.

2) Apologies for Absence

Participants had to register by 16th April to be able to vote – not enough capacity to register newcomers today and, although allowed to attend, their votes not taken into account.

Apologies:

Jack Miles	Fiona Reid	Moira Atkinson
Josh Soper	Fiona Roger	Nicola Edwards
Laurie Clark	Gail Bedding	Patricia Reid
Elsbeth Semple	Georgie Greenwood	Pattie Barratt
Alice Jones-Evans	Gillean Hoehnke	Peter Shepherd
Brendan Cook	Helena Eyton-Jones	Rebecca Lovie
Catriona Batty	Iain Murray	Ross Irving
Charles Shearer	Jenny Sandilands	Tobias Cleaver-Ross
Chloe Waterston	Joanna Crawford	Valerie Houston
Claire Steel	Judy Gorrie	Valeria Veitch
Dan Highway	Lindsay Young	Wendy Bruce
Elsa Scott	Midge Taylor	Fiona Graham
Emily Salvesen	Liz McGraw	

3) Minutes of Previous AGM (held on Saturday 27th April 2019)

No Comments raised.

eBallot held, 2019 minutes approved, 85% voting in favour, 0% against and 15% abstaining.

4) Annual Report by Chair on Behalf of Board

4.1 Presentation of Report

Funding & Governance:

- LP outlined the key priorities since the last AGM had been the stabilising of the organisation from a finance and governance viewpoint and keeping the sport ticking over
- Now have realistic operating plan in the form of the 2020-24 business strategy
- LS is in good shape from a financial perspective as Caroline (Rae, Finance Director) will update you on later. With Jenifer Davidson working as the bookkeeper the finances are in good order and the 2019 annual accounts were submitted on time. LP expressed her thanks to Caroline and Jenifer.
- Money & income challenges continue (**sportscotland** funding and membership income continue to be the main sources of income)
- LS had to apply for retrospective funding (April 2019 to March 2020). Received £15,000 for effective organisation only (£nil for development), granted with **sportscotland** conditions. Governance was key as all policies had to be reviewed by 31 March 2020. LS were also required to use SSA to prepare policies at considerable cost (£7100 – knocked down from £11k) but cost was felt to be disproportionate to the minimal time saved.
- Delighted with the work down by the two LS committees:
 - o The Anti-Doping Committee – work recently approved by UK Anti-Doping and
 - o The Safeguarding Committee which took LS from 21% to 100% and Children First have signed off their work too.
 - o LP thanked everyone involved with specific thanks to Rebecca Lovie in Safeguarding

- Disappointed to have to spend so much time on policies rather than the sport itself – but this focus on policies was necessary. Have done them all and we can continue on with our recovery curve.
- Applied for 4 more years of funding – were granted 1 year, due to historic failings to meet targets, board churn and perceived instability – but **sportscotland** has seen huge improvements. We must continue to hit key targets to enabling the annual application for funding to progress. However, 50% of the funding for 20/21 was advanced to help NGBs due to the covid-19 challenges and £7500 was recently received into the LS bank account.

No questions raised around the **sportscotland** information.

Membership:

- Membership figures are key to **sportscotland** but we have not met the targets in any of the last four years. So **sportscotland** are not happy to fund us. The numbers are continuing to go down – from 885 in 2016/17 to 550 (against a target of 640) in 2019/20.
- This has impacted the bottom line and so we have cancelled unnecessary spending so we can calculate baseline annual spend “without frills”
- Membership picture remains incomplete. 2019 had much fee dodging behaviour, with Finance chasing £4000 of ‘dodged’ payments. This has to stop. We need people to pay on time all the time so that we can invest.
- LP presented the current membership picture with the concern being the significant year on year drop with student members – they are playing in BUCS rather than Scottish leagues and some are disinclined to play at weekends. This is a clear risk to the organisation if this trend continues.
- Increasing membership is a key part of our strategic plans and we need your input and ideas. This has to be a joint effort.
- Thanks to the clubs and schools who have paid their membership – Aberdeen University, Borders City Lacrosse, Edinburgh Capital, Edinburgh Thistle, Edinburgh University, Fettes College, Glasgow City.
- Azolve has been used as an excuse but many have managed to use it successfully.
- Non-payment is a serious issue. We have been too lenient this season as we didn’t have resources to ‘chase’ last season.
- We don’t know the true club membership. People have created profiles but not attached to the club. Or people moved away. Accurate information and figures must be reported to **sportscotland**. So it is necessary to track memberships.
- Fee dodging puts whole sport at risk as we cannot operate without income and it’s also unfair on players who have made payments

Question from Dan Clements asking if there are still clubs who haven’t paid club membership for last season? YES, there are and we are continuing to chase. Mike Barclay confirmed that clubs/members who have not paid for the 19/20 season will be chased for this year’s fees.

Question from Scottish Student Sport regarding student membership and growth. LP outlined the difficulty for LS is that we need student members, but they are not joining LS. Eilidh Paterson confirmed that Scottish Student Sport would be delighted to assist.

Question from Andy Pearson as to whether only Fettes have paid so far and this was confirmed. LP outlined that LS is only now re-engaging with Schools and things should change going forward as we now have school contacts.

Question from Mason Robbins as to whether BUCS is partnered with LS. LP confirmed that it is – anyone who plays in BUCS, their university will have to pay a £40 group fee to LS. BUCS have verbally confirmed this – we just need to get that in writing.

Coaching and Umpiring:

- No coaching courses run this year due to lack of resource but hope to do more next year
- Referring and Umpiring, ran courses in October for both – 5 new level 1 referees, 1 new (Malcolm Kent) on level 2
- Umpires – after umpiring course we now have 7 new level 2 umpires to help in league games, with 3 working towards level 3. Covid-19 has killed off the last two testing sessions.

Leagues:

The full reports are on the AGM page of the website so quick synopsis provided instead with opportunity to ask questions.

- Men's Field League – welcomed 2 new field teams (Border City and Stirling City Stags) and welcomed back two teams (Aberdeen University and Edinburgh University). League Winners were Edinburgh City
- Women's League – 8 teams took part, but lack of umpires was a problem. League winners – Edinburgh University
- These two winning teams receive an invite to the Ken Galuccio Cup in September so we need YES/NO within the next week from winning teams for attendance

International Competitions:

- Various events have taken place this year however the Home Internationals due to take place in April have been cancelled and the Europeans Championships due in July 2020 have been postponed due to Covid-19. ELF are still to confirm what is happening.
- New caps and Julia Paterson receiving her 100th cap have been put on hold until next season

Performance and Development:

- Good attendance (avg. 45) for women's attendance
- Farewell and thanks to Jo Holmes as manager, Lauren Goerz (assistance coach) and Dave Simpson (coach)
- Welcome to Ailsa Scott head coach, Shelby Davies as assistant coach and Flame (Emily) Knight as manager.
- Senior squad news - Barratt Trophy for most improved player goes to Zoe Dickson. Congratulations to Zoe
- 24 new Juniors to the programme

- Jessie Basch (now assistant coach) & Claire (now head coach) swapped roles
- Men – primarily coached by Brian Silcott with various guest coaches from US, UK and within the squad. Thank you to everyone who has taken part in coaching
- Over 25 players attended weekend for the first time and over 200 attendees over course of season to men's performance and development sessions
- We say farewell and a big thank you to Brian Silcott and wish him well in his next endeavour.
- There was a new Scotland Academy – with the first trials at beginning of year – 24 Scottish league players selected for the Nick Kehoe International Tournament (unfortunately also affected by covid-19)
- Indoor programme has put money towards Manhattan Works (only indoor area for LS) during COVID 19. You can look on the website for more information on supporting Manhattan Works.

Dan Clements asked who is currently head coach for the men and LP outlined that the board is working on an advert to put out to get selection done and have someone in place before next season. Assistance has already been offered from various parties.

Communications and I.T.:

- LP acknowledged a lot more work is needed around communication and a strategy needs to be developed and published – and we must use traditional and modern methods needed in order to appeal to everybody.
- Admin tools – particularly from the board's perspective, we need to streamline things for data protection purposes & to become more efficient. Using free tools doesn't give us the functionality we really need.
- Social media accounts were analysed and these need to be consolidated before next season – for LS to appear as professional and understanding of the number of followers etc

Strategic Plan:

- We have set a strategic plan which is our plan that we can make happen but LS needs your help. We are looking to:
 - Retain and grow membership. We need your help to collect fees and to agree what happens if people don't pay fees. We want to attract members by having a healthy development strategy which we will talk about later
 - Attract business sponsors for income. Mason looked into this and drafted a plan for all to use. Elaine is looking at the online shop and kit supplies, working alongside Mason. Good progress being made.
 - Run LS events – Edinburgh 6s and our Centenary this year (both affected by Covid-19).

No questions raised around the Strategic Plan.

4.2 Adoption of Report

eBallot held, Annual report approved, 85% voting in favour, 0% against and 15% abstaining.

5) Company Accounts

LP handed over to Caroline Rae (CR) to present the accounts. CR outlined that, due to the issues faced last year, the 2017-18 accounts could not be presented at last year's AGM for approval. These were finalised and submitted to Companies House prior to the 31 May 2019 deadline. The 2019 accounts have already been prepared and filed.

Annual Accounts:

- Two years' detailed (extract) information was presented to the meeting this year.
- Both 2018 and 2019 showed net deficits.
- 2018 showed a deficit of £21,661 due mainly to the administrative salary cost incurred that year
- 2019 showed a deficit of £17,532 due mainly to the administrative salary cost for part of the year (now ceased effective March 2019) & lower level of grants/donations received
- A small surplus expected in 2020 – as there is no salary cost this year
- Year on year the total turnover moves significantly depending on the number and scale of events that take place year to year
- We now record ALL income and expenditure in the accounts – this was not necessarily something that had been done to the full in the past.
- However, we do expect the impact of Covid-19 to have an impact on this year's turnover. We could see the "normal" turnover up at £500,000 in a year due to how much we do actually do as LS.
- Two other points to pick on in turnover are the level of membership income and the level of grants and donations. LP picked up on this in her report as the membership income dropped 2018-19 and needs to improve.

Current financial position:

- We have been focussing heavily on streamlining accounting processes, introducing key procedures & key policies to protect LS funds & player monies and to keep a full track of them.
- We have also looked at reducing costs as far as sensible.
- 6 months into new financial year, we are no longer making a loss, but remain reliant on membership fees and **sportscotland** monies and cannot forget the importance of those.
- Thanks to Jenifer Davidson as book keeper.

A question was raised by Niamh Maher regarding bad debts and CR confirmed that those were a couple of historical amounts that it was not too late to chase.

A question was raised by Ailsa Stott as to why there was a shortfall on men's income. CR confirmed LS is looking to recoup this during the current year.

5.1 Adoption of Accounts:

- eBallot, 17/18 accounts approved, with 78% voting in favour, 0% voting against and 22% abstaining.

- eBallot, 18/19 accounts approved, with 85% voting in favour, 0% voting against and 15% abstaining.

6) Ordinary Resolutions 1&2

- (1) Membership Fees for 2020/21 – proposed to keep those at current levels
 - Approved., with 72% voting in favour, 10% voting against and 18% abstaining.
- (2) Appointment of Accountants – Mitchell Edwards to review accounts this year 19/20.
 - Approved, with 84% voting in favour, 0% voting against and 16% abstaining.

7) Adoption of new articles of association by the Company and transition of existing Board

LP outlined reasons for changes to articles to remove specific director role titles and to enable flexibility in the appointment of new directors. We still have 10 directors. All the changes are on the website.

Liv Ancell raised a question as to how long the term is for a director to serve for and LP confirmed it is mainly two years but a special term director can be appointed for one year to enable succession.

Rob Powell raise the question of what the difference is between an ordinary & a special resolution. LP confirmed that an ordinary resolution requires over 50% of the votes and a special resolution requires over 75% of the votes.

eBallot for Special resolution 1 , to approve the articles of association 2020. Resolution was approved, with 80% voting in favour, 0% voting against and 20% abstaining

8) Appointment of further Directors to the Board (adopted New Articles, spec. res. 1)

- Ordinary Resolution 3 – for the appointment of directors to the board.

Liv Ancell asked P to re-iterate the roles that each candidate was looking to be nominated for.

- Nominee - Mason Robbins – for election as vice chair-person
- Nominee - Iain Stewart – for election as director, with focus on development and performance
- Nominee – Elaine Richardson – for election as director, with focus on communications

Each nominee took time to give some background and to answer questions put to them.

- eBallot – All 3 Nominees voted in: Mason (68% in favour, 32% abstained), Iain (81% in favour, 1% against, 18% abstaining), Elaine (82% in favour, 18% abstaining) now on board of directors from 1st May 2020

LP thanked the three board members coming off board, Emily Knight leaving after 2 years., Jamie Fleming and Iain Bell, stepping down

- 9) Appointment of further Directors to the Board (not adopted New Articles, spec. res.**
- Not required as new Articles approved.

10) A.O.C.B.

10.1 Safeguarding

LP handed over to Mike Barclay.

- The Safeguarding Committee achieved 100% in the Child Protection Audit. The work in the last year was more a focus on getting compliance in place and creating an infrastructure we can grow from. We had to achieve 100% by 31 March 2020 or this would have affected our position with Children First and our funding from **sportscotland**.

10.2 Development 2020 onwards

- MB outlined that there has been less work on development this year than hoped.
- Did manage to carry out a number of coaching sessions, e.g. with army cadets, primary school taste sessions, health week sessions etc.
- Looking to increase number of sessions in 2020 and will be working on a development plan with Iain, a newly appointed director – looking at school and club levels. Anyone interested in helping should get in touch.

MB handed back to LP

Additional AOCB:

- Centenary plans with 6s in June were cancelled due to COVID 19 – LP looking for ideas and support for centenary alternatives to promote the sport and the brand. Requirement for a centenary committee. Jane Claydon offered to do something around the history of Lacrosse Scotland – which began on 18th October 1920.
- Online Webinar, LP looking for feedback on the format of the webinar and its potential for helping preparations for upcoming season – socially to touch base, to keep people informed – especially to keep momentum given we are in lock-down
 - o LP poll within the meeting - positive response – majority agreeing to use of future Webinars
- Fiona Stewart raised a question about last year's AGM's call for volunteers but volunteers not receiving a response when offering their services. LP outlined that everyone who filled in volunteer forms was thought to have received a response. Apologies given for mistakenly overseen applications. As many volunteers welcome as possible. Certain committees (thanks to the Fixtures Committee) went ahead but there should be more opportunities this year. Kirsty White asked what types of volunteering are available so she could pass this to her club members. Mike Barclay confirmed that there is a large variety, accessed via the volunteers form on the LS website.

- League meetings to take place when they can and also want just one set of league rules for men and women. LS emphasised the need for LS to work as one body and not have separate approaches for men or women.
- David Price raised a question regarding appointment of new coaches and Board discussion on the impact on the development of the national programme. LP outlined that an advert would be drafted and, the strategic plan on the website outlines the desire to develop the domestic game. From the domestic games comes a strong national programme.

A poll taken on the day voted in favour of online meetings.

Need for at least four online meetings:

- Men's and women's fixtures
- Centenary committee
- Development workshop (Mike and Iain)
- Rules and umpiring rules session – bringing everyone up to date with new (1st January 2020) rules.
- Men's and women's rules.
- Any other ideas for webinars should be sent in to the Board via the website

LP highlighted that a note has been sent out to club reps to thank NHS club members working on the frontline for Covid-19. LS to celebrate them on the website front page.

11) Date 2021 AGM

- Saturday 27th March 2021

The meeting closed at 2.33pm.