



RCCC Board meeting minute

19th January 2023 - online via Zoom

Adopted on: 6th March 2023
Last reviewed on: 6th March 2023

Attendee	Role	Attendance
Graham Lindsay	Chair	In Person
Vincent Bryson	Interim CEO	In Person
Alan Hannah	Director	In Person
Alison Taylor	Ladies Branch President	In Person
Eilidh McCall-Lawrie	Head of Development	In Person
Fraser Montgomery	Independent Director	In Person
Janine Wilson	Director	In Person
Jim Raeburn	Vice President	In Person
Keith Prentice	Director	In Person
Liz Burton King	Director	In Person
Logan Gray	Director	In Person
Mairi Milne	Director	In Person
Mike Ferguson	President, Director	In Person
Susan Nimmo	Independent Director	In Person
Sarah Birrell	sportscotland Partnership Manager	In Person
Rebecca Murphy	SSA support (minutes)	In Person

1. *Welcome*

Graham welcomed Vinnie, the new interim CEO.

2. *Apologies*

No apologies were recorded.

3. *Conflicts of Interest - Register*

LBK no longer working for the BBC.



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4. *Minutes of previous meeting 6/12/2022*

The minutes of the meeting from 6/12/2023 Mairi proposed, Liz seconded.

☑ **Minutes approved** (with some alterations to be made on names and spelling, and article 7 to remove the word 'New')

Ⓐ **Graham and Vinny will make sure all board has access to drop box [19/01/2023.01]**

Ⓐ **Rebecca to remove the word 'New' after 9456 from article 7. [19/01/2023.02]**

5. *Matters Arising*

None

6. *Review action Log*

The Action Log was reviewed. There are several items pending.

Ⓢ **Board - Those who have outstanding actions need to complete them before next board meeting where possible [19/01/2023.03]**

Ⓢ **Graham - To send the 'Capitalize' report completed by Clive Thompson to Logan [19/01/2023.04]**

Eilidh - One outstanding action relating to strategy needs Vinny's input. (06.12.2022.14)

Ⓢ **Eilidh - Collate the figures of those leaving Curling as well as any reason given and update this information on the database, add to the Op's Plan and also circulate it to the board by next week [19/01/2023.05]**

Ⓢ **Audit Committee - Will discuss at next meeting changing the cut-off date for charging new members from the end of January to the beginning of the month. This will take action next year [19/01/2023.06]**

7. *CEO Report on Strategic Outcomes*

Vinny Verbal Report

Met the staff on Monday and held a series of one-on-ones, with Ed and Sandrine left to do. Toured the Hamilton and Ayr rinks. Clearly some significant issues for the future and harsh choices ahead. Have only been in position 4 days so haven't discussed club development or Internal Operations yet.

8. *Operational Plan Update*

Report circulated.

Eilidh - Membership figure still under 10,000. 3 down on December 2022.

Positives - Vinny joining and Ed up north holding positive talks with Aviemore Ice rink for a gateway club.

Liz - Will we meet our membership numbers target 12,000 by 2027.

Eilidh - Vinny and I will discuss. Ed talking to rinks up North. 'Try Curling' needs to be managed better.

Fraser - Might be an opportunity to utilise some of the Olympians, especially retired ones, though discuss at another meeting.



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Alan - need to pool all of the membership related figures from different sources and committees into the strategic plan, it also needs to be accessible to staff, overall membership targets need to be shared and embedded.

● **Eilidh - Will circulate membership target with MDC group and board, will also include the figures on the reasons curlers give for terminating membership [19/01/2023.07]**

Eilidh - We have an exit survey, but need to send the survey to curlers when they choose to end their membership, not twice a year. It may impinge on GDPR. Further work on this survey and the survey questions themselves will continue.

Mairi - are all the club's returns outstanding?

● **Eilidh - Will check with Suzy whether all club returns are in and notify the board [19/01/2023.08]**

Fiona is looking into doing the Level 2, but it will be postponed until the beginning of next season as she can't find ice. She has put on more Level 1 than was expected. Looking for more avenues for CPD and informal networking.

8.1 Finance Report Update (Audit Committee)

Report Circulated

Fraser - 2 risks to meeting Q2 accounts Bruce identified +1000 or breaking even position

- a) Membership income - 197-200k and
- b) Commercial Income - £29,000 target the bulk of which comes from BBC broadcast fees.

Q3 accounts get published at the end of January, so will see in February.

Vinny- Membership Income currently at £199,755. Competition income is £19.5k down. We have secured £2.5k in sponsorship. There will also be a loss with the competitions.

Graham - confirmed BBC will be £4k this year.

Alan - suggestion the Scottish Championship should have its own budget outside of the competitions budget.

● **Audit Committee - To discuss separating the Scottish Championships from the competitions budget and the results of this discussion to be circulated to the board at the next meeting [19/01/2023.09]**

● **Vinny - Will share a spreadsheet with board members (once Fraser and Janine have had a chance to view it) regarding the all the competitions and costings re Scottish Championships [19/01/2023.10]**

● **Vinny and Liz - Meet and discuss the BBC sponsorship offer and whether to involve Dumfries [19/01/2023.11]**

Fraser - Need to get a hand on a marquee sponsorship for a competition ahead of time and not send out leaflets 6 weeks before competition.

Vinny - these types of sponsorships need a 12-month lead in. There will be no marquee sponsorship for Scottish Championships.

● **Vinny - will circulate the historical information regarding BBC sponsorship and share with executive committee. [19/01/2023.12]**

● **Fraser - will chase up clubs that haven't paid yet. [19/01/2023.13]**



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9. Risk Register

Fraser - We discussed at the last audit committee meeting, no change in the assessment matrix, not necessary to discuss at the March meeting, but will update in due course.

10. Committee/Group Updates

10.1. ASC/LSC Report

Verbal report from Alison, Jimmy & Mike

Observations from trip. No prizes were given for 3rd and 4th place in the Slams.

Mike - It's in the bidding document that Rinks must provide these prizes.

Alison - there seem to be too many competitions, and the curling is suffering because of it.

🕒 **Competitions Committee - Have begun discussions on the number of Junior Slams and will continue to review. They will report their findings to the board at the next meeting. [19/01/2023.14]**

Mike - Thanks to everyone who has made the USA tour a success. Invitation to board to attend the Closing Night Dinner on 29th January. The Canadian Tour has had one major injury, the quality of the teams and of the curling is very high. Our guys are playing well. And Alison, Jimmy and I are meeting regularly.

Alison - Wales have pulled out of 4 nations. Suggest the 4 nations should fall under the competition committees remit.

🕒 **Keith/Eilidh - To consider whether the Competitions Committee should take over responsibility for the 4 Nations competition. [19/01/2023.15]**

10.2. Nominations Committee

Graham Verbal Report

Graham - Committee has met several times. Working on the ads for Chairman, Independent Director and CEO. Drafts are progressing.

🕒 **Graham/Nominations Committee - Circulate the advertisements for Chairman, Independent Director and CEO within the next week [19/01/2023.16]**

🕒 **Nominations Committee - Will advertise Chairman position at end of January, Independent Director in February and CEO in March [19/01/2023.17]**

🕒 **Board - To notify Graham by the end of next week if they want to apply for any of the positions available. [19/01/2023.18]**

10.3. Governance Review

🕒 **Graham - will report back on the Governance Review. [19/01/2023.19]**

Any items for the AGM will be discussed at the March Board meeting

10.4. Sportscotland Investment

Meeting with Sportscotland held in November and we submitted our Investment Request. They will get back to us at the end of January with confirmation of the actual figure in March. Draft Strategic Plan has been submitted to Sportscotland.



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10.5. Draft Strategic Plan 2023-2027

Report circulated.

●Board - submit any feedback on the Draft Strategic Plan by the end of next week [19/01/2023.20]

●Eilidh / Vinny/Liz - Will discuss the Draft Strategic Plan with boards feedback [19/01/2023.21]

Vinny - Yes there will be changes to the plan. There is a small window to do so. There are a number of stakeholders to consider. It will take a significant amount of effort. There needs to be a committee/working group that reports regularly to the board on it.

Sarah - Sportscotland's view is that it is a draft plan, that there will be more consultation with stakeholders and then another meeting to discuss those changes.

●Sarah - Will circulate a document to the board that outlines Sportscotland's priorities [19/01/2023.22]

10.6. VIV Research Update

Logan verbal report

Have discussed research with Vinny to ensure it aligns with his vision.

●Logan - Will set up a meeting in the first half of February to allow all stakeholders a say in the VIV research going forward. [19/01/2023.23]

10.7. Selection Policy

Keith verbal report

Meeting on the 13th of February to discuss selection for World Championships then meeting on 28th of February to discuss the mixed doubles.

10.8. Memorandum and Articles

Graham verbal report

●Graham - Will meet to put changes in for the AGM and will report to the board [19/01/2023.24]

10.9. British Curling

Graham verbal report

BC has appointed a new Chair, Paul Bush. John Harris, the temporary chair, will remain on the board as a director. They spoke to the athletes in December about Olympic selection and competitions. Need to find a date for the Scottish Championships. BC AGM is coming up next month. Vinny and Graham will attend. Still discussing with Nigel having the two boards meet.

Fraser - Invite Paul Bush to next meeting?

●Vinny - Discuss inviting Paul Bush to the next board meeting when he meets with Nigel next week [19/01/2023.25]



Mairi - Youth Olympics. Who determines who goes? BOA? There is no curling team going. Missed Opportunity.

Alan - Yes, great opportunity for 14–17-year-olds.

●Vinny - Will discuss with Nigel who selects the teams for the Youth Olympics (mixed teams and mixed doubles) [19/01/2023.26]

10.10. Safeguarding Issues

Mini report circulated.

Eilidh - discussions regarding training and compliance are ongoing. Safeguarding incident - had disciplinary panel and sanctions imposed, will be followed up. Investigation is closed. We are looking and reviewing all our policies with Children First and Logan will be included as the board safeguarding officer. There are no new incidents to report.

11. AOCB

Logan and Mike commented on streaming of competitions.

Alan commented on the need to look at a Scottish Amateur Championship going forward.

Mike circulated the SIRA membership update to the board.

Graham thanked everyone for attending and closed the meeting at 19.02

A Action Summary

●Graham and Vinny - will make sure all board has access to dropbox [19/01/2023.01]

●Rebecca to remove the word 'New' after 9456 from article 7. [19/01/2023.02]

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- Graham - will report back on the Governance Review. [19/01/2023.19]
- Board - submit any feedback on the Draft Strategic Plan by the end of next week [19/01/2023.20]
- Eilidh / Vinny/Liz - Will discuss the Draft Strategic Plan with boards feedback [19/01/2023.21]
- Sarah - Will circulate a document to the board that outlines Sportscotlands priorities [19/01/2023.22]
- Logan - Will set up a meeting in the first half of February to allow all stakeholders a say in the VIV research going forward. [19/01/2023.23]
- Graham - Will meet to put changes in the Memorandum and Articles for the AGM and will report to the board [19/01/2023.24]
- Vinny - Discuss inviting Paul Bush to the next board meeting when he meets with Nigel next week [19/01/2023.25]
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Decision Summary

 Minutes approved



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