

DVO Annual General Meeting Minutes

Wednesday 18th October 2017, 8.15pm

Held at The Family Tree, Whatstandwell

Present

Stuart Swalwell, John Hawkins, Roger Keeling, Dave Chaffey, Andy Hawkins, Sal Chaffey, Andy Hawkins, Michelle Mackervoy, Rex Bleakman, Val Johnson, Ann-Marie Duckworth, Liz Godfree, Mike Godfree, Viv MacDonald, Anne Cunningham, Jen Gale, Jane Burgess, John Hurley and John Ragsdell.

Apologies

Sue Russell, Ranald MacDonald, Graham Johnson (probably), Judith Holt, Stuart Wicks, Margaret Keeling, Derek Gale, Sally Calland, Diane, Steven and Alice Woodward, Mike Gardner, Sally Dipple, and Franceso Lari.

Minutes from 2016 AGM

These were agreed.

Chairman's report

Stuart Swalwell noted four main points in his summary of the year:

1. "We have reached the final of the Compass Sport Cup! Well done to Graham for drumming up interest. We are now up to 43 entries"
2. We have reached out to more general population to try to get more people interested in orienteering, especially through the Derby 5 Parks series, South Derbyshire and Navigate North series pushed by Sal Chaffey. Matlock O Group has also put on a good range of evening events and training through Viv MacDonald and Judith Holt.
3. In future, we should look at how we can encourage newcomers to move from Level D to Level C. A new pack for starters has been created by Andy Hawkins and Sal Chaffey.
4. Finally Stuart thanked team leaders and members of the committee.

John Hawkins proposed thanks to Stuart which was seconded by the meeting.

Officers' Reports

Club Secretary (John Hawkins)

Membership is around 230, so at a similar level to last year. In previous years, there has been an average net decline of 20 or so per year. However, this is a common pattern in clubs across the country.

The average age of club members is getting older – average age is around 47, increasing at around 1.5 years per year!

John noted that the 1st January renewal timing can make it difficult to encourage people to join or renew until later in the year.

Club Treasurer (Roger Keeling)

A summary of the Financial Year for period 31st August 2016 to 1st September 2017 was presented by Roger. This is available on the website.

Overall, the Club's finances remain robust with £18.8K of funds available at year end, an increase of nearly £4K (26%) over the previous year end.

Income exceeded Expenditure by £6,072 due to two main factors:

- 1. Income (£21,188):** 33 events with c3,800 competitors. Increase of 45% in entries!
- 2. Expenditure (£12,579):** Main components New generator, Network rail rent (for club equipment garage), club flags and insurance.

A chartered accountant has scrutinized the accounts and has concluded they give a “true and accurate view of the Club's finances”.

As previously £10,000 is kept in the account as a buffer for the ‘worst single event’ cost of an event.

Two recommendations were presented to the AGM related to Club income:

Proposal 1. Event fees. Level C events should be kept at the same level given financial health. Committee should have flexibility to increase fees for Level B or other events if the risks or costs of individual events are higher.

Rationale: Positive financial health and to encourage new participation.

Proposal 2. Membership fee. There will be no membership fee. For many years, DVO hasn't levied these.

John Hurley checked that the removal of the East Midlands levy had been taken into account.

Rationale: Need to generate c £4,000 p.a. to cover our operating costs

The proposals were accepted.

Jane Burgess asked why Kedleston only just broke even. Roger replied that this was because of higher than average access charge and because we couldn't charge for parking. Mike Godfree also added that there were events in adjoining areas, keeping attendance down.

As discussed in previous March meeting, in future more detailed budgets for events will be prepared and the (financial) risks of these events reviewed.

Additional proposed changes

Proposed change to constitution.

Andy Hawkins proposed that elected officers with a three-year term, i.e. chair, treasurer and secretary, be allowed to, in the event of no other nominations for the post, extend their term, by one year only.

Rationale: All 3 officers are currently due to stand down. This will give time for handover without all 4 changing.

This change was agreed by the meeting.

Election of Elected Officers

Chairman: Andy Hawkins was nominated by Stuart and seconded by Viv MacDonald.

Vice Chair: Now Vacant. Stuart Swalwell will take this post, until a permanent appointment.

Secretary: Now Vacant. John Hawkins will continue, until a permanent appointment.

Treasurer: Roger Keeling was nominated by Andy Hawkins. Rex Bleakman seconded.

Club Captain. Graham Johnson was nominated by John Hurley. Ann-Marie Duckworth seconded.

Fixtures Secretary. Stuart Wicks was nominated by Stuart Swalwell. Rex Bleakman seconded.

Committee member: Rex Bleakman was nominated by Sal Chaffey. Jane Burgess seconded.

Appointed Officers

It was agreed these would largely stay the same, as below:

Minutes Secretary	Dave Chaffey
Coaching and Juniors	Val Johnson
Club Captain	Graham Johnson
Committee Member	Rex Bleakman
EMOA Rep.	John Hurley (replacing Mike Gardner)
Matlock Rep.	Judith Holt and Viv MacDonald
Junior Rep	Vacant
Mapping & permanent courses	Mike Godfree
Event Officials Coordinators	Ann-Marie Duckworth and Jen Gale
Controllers Coordinator	Paul Addison
Access Coordinator	Viv and Ranald Macdonald
Development Officer	Vacant
Informal Events Programme Coordinator	Sal Chaffey
Equipment	Paul Wright
Webmaster	John Cooke
Publicity	Sal Chaffey
Press secretary	Paul Wright
Social Rep	Vacant
Welfare Officer	Sue Russell

Thanks were recorded to Ann-Marie Duckworth for her work as Development Co-ordinator.

Follow-up actions

Andy Hawkins to check with Paul Wright and Elizabeth Bedwell whether they want to be involved.

Sal Chaffey to add vacancies for Newstrack.

Any Other Business

1. **Club Championships.** Mike Godfree reminded everyone to get entries to him for Ilam on 25th November.

2. **Safeguarding.** John Hurley raised this issue, that we should publicise BO guidance better.

Options to improve this were discussed. These are:

- **Update constitution.** Mike Godfree noted that the constitution already referenced BO policies, but it was agreed this should be updated (in line with BO).
- **Include in organizers notes.** Including how a problem identified in an event should be notified.

- **Training.** Possibly alongside the event organizers safety course. Some training has already been given by Sue Russell to an Open Meeting this year.

Action: Andy Hawkins and the Committee will review this with Sue Russell and define detailed actions.

3. Offering a Maze as an alternative to string course. Michelle noted that the String course has become less popular, so less worthwhile than previously. A Maze has been used with success at some level Ds. It was agreed that this should be used for only some events, depending on exposure of the venue and time of year.

Action: Should be added to organizers notes as an option.

4. Funding for athletes. Ann-Marie noted that there will no longer be any official funding source for athletes competing internationally, e.g. at the World Orienteering Champs. She suggested that 'profit' from an event could be nominated for this.

Viv MacDonald noted that the Orienteering Foundation, provides support through gift-aided crowdfunding.

It was agreed that the club could potentially finding additional funding:

1. Identify an event (possibly a different format to usual)
2. Offer competitors to donate part of their fee, possibly via gift aid.
3. DVO to potentially nominate a sum

Action:

To be reviewed at future committee meetings.

5. JIRCs. Viv summarised our involvement and noted we will be looking for volunteers for this from the Region in September 2018. Ann-Marie noted there will be an updated budget which will go to an EMOA meeting.

The Meeting closed at 9.41pm.