

London Adult Figure Skating Club

Minutes of 2015 AGM, held at Alexandra Palace Ice Rink, Alexandra Palace Way, London, N22 7AY on 31 January 2016

The AGM commenced at 7:08pm on 31 January 2016. The meeting was chaired by Jane Mackenzie ("JM") and the following members of the London Adult Figure Skating Club ("LAFSC") were also present: Kitty Swanson ("KS"), Ian Swanson ("IS"), Sara Bertie ("SB"), Sylvia Baxter ("SyB"), Sam Jenkins ("SJ"), Mieke Dix ("MD"), Odette Garvey ("OG") and Helen Watson ("HW").

1. Quorum

It was noted that, under the constitution, quorum for a general meeting was the lesser of 20 members or 20% of the members. On the basis that the club has 42 members, quorum was nine members. It was noted that sufficient members were present to constitute a quorum.

2. Approval of minutes of 2015 AGM

Copies of the minutes of the 2014 AGM (which were previously made available to members online) were circulated to those present for review.

No questions were raised and a resolution was put to the meeting regarding the approval of these minutes.

Resolution 1: Approval of minutes of 2014 launch meeting

"The minutes of the 2014 launch meeting shall be approved in the form circulated at the 2014 AGM."

The resolution was carried unanimously on a show of hands.

3. Chair's report

JM gave the following report in her capacity as Chair for the 2015 year:

"In 2015 the club consolidated its excellent start, retaining members, recruiting new members and organising events that received excellent feedback from those who took part.

We held two competitions, both at Lee Valley, with strong fields of competitors and new people joining in at all levels. Thanks go to all volunteers and judges who made the events possible. Thanks also go to Annabel Smyth whose generous gift of trophies provided amply for both events.

We also held social events. A club get-together in March to watch the World Championships was fun, although attendance was low. The two opportunities for skating at the Natural History Museum rink (the VIP opening party and our late evening patch) were popular with members and also attracted some new faces to the club.

The club supported St Mungo's charity woolly hat day by holding a morning skating session at the JW3 rink wearing woolly hats, to which the charity sent a photographer. This was also a useful opportunity to check out a new (small) rink and make contacts there.

The club now has a new website, for which thanks go to Ian Swanson. The new site is attractive and uncluttered with advertising, only including content created by the club, unlike the old Pitchero site.

We lost three committee members over the course of the year, but were very lucky that Sara and Sylvia were willing to step up and be co-opted onto the committee. Thanks to everyone who gave their time over the year.

We carried out a survey of members in October to inform future planning of club activities.

I am stepping down from the role of chair at this AGM after two years in the role. I hope the club we have built so far will grow to offer more opportunities to more adult skaters."

4. Secretary's report

KS gave the following report in her capacity as Secretary for the 2015 year:

"Committee

The initial committee for 2015 consisted of the following members: Jane Mackenzie as Chair, Stephanie Sundier as Vice Chair, Kitty Swanson as Secretary, Ian Swanson as Treasurer, Marie Gilbert as Membership Secretary and Suzi Hughes as Publicity Officer. Marie Gilbert and Suzi Hughes resigned their posts during the year and were replaced by Sylvia Baxter and Sara Bertie. With the exception of Stephanie Sundier, who has unfortunately moved back to the US, the current committee members are all standing for re-election (although Jane Mackenzie is standing as Vice Chair rather than Chair). I would like to take this opportunity to thank all those who served as members of the committee in 2015 and to extend particular thanks to Jane Mackenzie for her leadership over the last two years.

Administration

The constitution that was adopted when the club was founded in January 2014 has largely been working well; however, a few minor amendments that are intended to facilitate the running of the club have been proposed for consideration at this general meeting.

Membership

The club had 40 members in the 2015 year¹, which is an increase on the 35 members the club had in 2014. Hopefully we can continue to build on this through 2016. The membership fee was £20 for the 2015 year.

As noted previously, the number of people following the club's Facebook page is substantial and suggests there is a lot of interest in adult skating – the club should look to continue engaging with this group and hope to build on the foundations laid over the first two years of its existence.

Events and 2016 plans

As Jane has already outlined, the club held a number of events during 2015. As noted previously, interest in on-ice events appears to be much higher than in off-ice events, with good attendance at both competitions and the on-ice events at the Natural History Museum. The committee also conducted a survey of members in autumn 2015 and the new committee will look to the results of this survey in planning a programme of events for 2016."

5. **Treasurer's report**

IS gave the following report in his capacity as Treasurer for the 2015 year:

"We have ended the year with no outstanding debts and £683.67 across the bank account and cash reserves. Closing the year in this manner means that we have sufficient reserves to take a few risks, for instance we can look at ice time at a wider variety of rinks, rather than having to limit ourselves to Lee Valley (who have been able to offer the lowest rates).

The two competitions we held this year were well attended, and as a result the Summer Skills competition turned a small profit. The late Summer Skills competition made a loss, which was mostly due to the extended ice time. We used this time to hold a mini 'party games' competition which was well received by the participants.

With these competitions able to largely cover their costs we can afford to consider running additional events without the same level of concern for financial requirements -- for instance off-ice sessions or coaching sessions.

Overall the club received an income of £1,473.88 and spent £1,044.71 (allowing for a £480 debt from 2014 which was accounted for on the 2014 accounts). At year end there is therefore a surplus of £429.17.

Income came primarily from membership payments, although as described before the competitions also contributed. Expenses were dominated by

¹ Note: Two new members joined in January 2016 meaning the total number of members of LAFSC as at the date of the AGM was 42 – this is therefore the number that was used for calculating the quorum for the AGM.

fees for NISA affiliation and insurance and competition ice hire. There was also a cost for a website address and hosting, which is covered by donations. Hosting will be an ongoing cost/donation, but the fees for the website address are covered for almost a further five years."

6. Certification of the accounts

Susie Robinson ("SR"), who was appointed at the 2014 AGM as the independent member to review the 2015 accounts, was not present at the meeting but confirmed by email that she had reviewed the 2015 accounts and certified that they were a true and accurate statement of the LAFSC's affairs. SR had raised a couple of queries regarding particular line items in the accounts, but these were explained by IS.

7. Approval of the 2015 accounts

Copies of the 2015 accounts for LAFSC were circulated to those present for review.

No questions were raised and a resolution was put to the meeting regarding the approval of these accounts.

Resolution 2: Approval of 2015 accounts

"The 2015 accounts shall be approved in the form circulated at the 2015 AGM."

The resolution was carried unanimously on a show of hands.

8. Amendments to constitution

KS noted that a number of minor amendments had been proposed to the LAFSC constitution to facilitate the smooth running of the club. Copies of the proposed amendments (which had been made available to members via email in advance of the meeting, in accordance with the provisions of the constitution) were circulated to those present for review.

No questions were raised and a resolution was put to the meeting regarding the approval of these amendments.

Resolution 3: Approval of amendments to constitution

"The constitution of LAFSC shall be amended in the form circulated at the 2015 AGM."

The resolution was carried unanimously on a show of hands.

9. Committee elections

JM noted that the following nominations had been received for the various committee roles:

- (i) Chair – Sam Jenkins and Mieke Dix;
- (ii) Secretary – Kitty Swanson;
- (iii) Treasurer – Ian Swanson;
- (iv) Vice Chair – Jane Mackenzie;
- (v) Publicity Officer – Sara Bertie; and
- (vi) Membership Secretary – Sylvia Baxter.

On the basis that two candidates had been nominated as Chair, they were each given the opportunity to present their case. The question was discussed and it was proposed that SJ should be elected as Chair and MD should be elected as a second Vice Chair to share the role with JM.

A resolution was put to the meeting regarding the committee for the 2016 year.

Resolution 4: Elections to the committee

"The committee for the 2016 year shall consist of the following six officers:

- (vii) Chair – Sam Jenkins;
- (viii) Secretary – Kitty Swanson;
- (ix) Treasurer – Ian Swanson;
- (x) Vice Chair – Jane Mackenzie and Mieke Dix;
- (xi) Publicity Officer – Sara Bertie; and
- (xii) Membership Secretary – Sylvia Baxter."

The resolution was carried unanimously on a show of hands.

10. Appointment of member to certify 2016 accounts

KS noted that a member of LAFSC who was not on the committee was required to be appointed to certify the 2016 accounts at the next AGM.

HW volunteered to fulfil that role and a resolution was put to the meeting regarding the appointment of HW to this role.

Resolution 5: Appointment of member to certify the 2016 accounts

"Helen Watson shall be appointed to certify the 2016 accounts."

The resolution was carried unanimously on a show of hands.

11. **Membership fee**

KS proposed that the membership fee for the 2016 year should be £20.00, since that had seemed to work for the 2014 and 2015 years and was in line with the membership fee charged by other ice skating clubs whose membership was open to adults.

The matter was discussed and a resolution was put to the meeting regarding the membership fee for the 2016 year.

Resolution 6: Membership fee

"For the 2016 calendar year, the fee for membership of LAFSC shall be £20.00."

The resolution was carried unanimously on a show of hands.

12. **Any other business**

There being no other formal business, JM closed the meeting at 8:00pm. Those present subsequently participated in a committee meeting and a discussion regarding LAFSC plans for 2016, which are minuted separately.