

London Adult Figure Skating Club

Minutes of 2016 AGM, held at Dirty Dick's pub, 202 Bishopsgate, London, EC2M 4NR on 22 January 2017

The AGM commenced at 5:30pm on 22 January 2017. The meeting was chaired by Sam Jenkins ("SJ") and the following members of the London Adult Figure Skating Club ("LAFSC") were also present: Jane Mackenzie, Kitty Swanson ("KS"), Ian Swanson ("IS"), Sara Bertie, Sylvia Baxter, Odette Garvey and Caro Sanders.

1. Quorum

It was noted that, under the constitution, quorum for a general meeting was at least six members, including at least three members of the outgoing committee. On the basis that eight members of the club were present, including six members of the outgoing committee, quorum was satisfied.

2. Approval of minutes of 2015 AGM

Copies of the minutes of the 2015 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 2015 AGM

"The minutes of the 2015 AGM shall be approved in the form circulated at the 2016 AGM."

The resolution was carried unanimously on a show of hands.

3. Chair's report

SJ gave the following report in her capacity as Chair for the 2016 year:

"I took over as Chair in January 2016 and over the course of the year we have held a number of events.

The very first part of the year was spent organising membership renewals for which a massive thank you goes to Sylvia for all her hard work.

Our first event, the Spring Skills Competition, took place at Alexandra Palace on 8th May 2016. We had a large number of entries and the competition was very well received. We decided to include an exhibition category for those who wished to skate a routine which was not solely marked on skating ability. This was again very well received and even allowed Jane to skate with a sword!

We initially planned a summer ice gala for the 10th July and put out a request for audition videos to be sent via email. Unfortunately, although some people did send videos we did not get a particularly high number of entries which resulted in the club having to rethink what to do with the ice we had reserved at Lee Valley. As a result this ice session was instead used to offer a technical seminar on field moves and elements, led by Kevin Marshall, an international technical specialist. A reasonable number of people attended the seminar and everyone who attended very much enjoyed it and appeared to get a lot of technical information from the session. As chair I attended the session, although unable to skate for unfortunate reasons, and it was clear that the skaters who took part gained a lot of valuable information from Kevin's instruction on field moves and elements.

Largely thanks to Jane's contacts from last year the club was asked if we wanted to attend the opening night of the Natural History Museum outdoor ice rink on October 26th. The evening was a success and those who attended appeared to enjoy themselves. Thanks to all those who made the extra effort to wear something sparkly!

On November 12th, we held our second competition of the year, Autumn Skills, again at Alexandra Palace. This competition was a great success with excellent feedback from skaters and spectators. There were a larger number of skaters in the exhibition category and as such this was divided into individual exhibition routines and duos/group numbers. A lot of the skaters in this category had put a great deal of effort into their routines and congratulations should go out to all those who took part.

On 24th November the Natural History Museum offer the club a late night patch session and this again was well received and well attended.

We are planning exciting things for 2017 beginning with a charity ice gala in aid of St Mungo's on 12th March 2017 and at the time of writing there has been considerably greater interest in the March gala than the previous July. Hopefully therefore if we can get everything sorted out with Alexandra Palace the gala should be a great success.

Hopefully we will be able to move into 2017 with some exciting plans with a view to increasing membership numbers and offering events which appeal to all members."

4. Secretary's report

KS gave the following report in her capacity as Secretary for the 2016 year:

"Committee

The committee for 2016 consisted of the following members: Sam Jenkins as Chair, Jane Mackenzie and Mieke Dix as Vice Chair, Kitty Swanson as Secretary, Ian Swanson as Treasurer, Sylvia Baxter as Membership Secretary and Sara Bertie as Publicity Officer. With the exception of Sylvia Baxter, who is stepping down due to work commitments, and Mieke Dix, the current committee members are all standing for re-election (although Jane Mackenzie is standing as Membership Secretary rather than Vice Chair). I would like to take this opportunity to thank all those who served as members of the committee in 2016.

Administration

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

Membership

The club had 65 members in the 2016 year, which is a substantial increase on the 40 members the club had in 2015. Hopefully we can continue to build on this through 2017. The membership fee was £20 for the 2016 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 three years of its existence.

Events and 2017 plans

As Sam has already outlined, the club held a number of events during 2016. As noted previously, interest in on-ice events appears to be much higher than in off-ice events, with good attendance at both competitions, the field moves and elements seminar and the on-ice events at the Natural History Museum. There has been a lot of interest in the gala proposed for March 2017."

5. **Treasurer's report**

IS gave the following report in his capacity as Treasurer for the 2016 year:

"The club started the year with £683.67, and has ended the year with £1,230.05. This is a comfortable buffer in that it will allow us to cover NISA affiliation fees and a single competition (or other similar use of ice). However it would be insufficient to allow for the much higher costs of an adult open, for example, so there could still be benefits to looking to increase these reserves.

As in previous years, the main cost to the club comes from ice hire for events, as well as the NISA affiliation fee. Membership payments allow the club to cover these costs without having to raise the event entry fees -- all events this year ran at a loss. This was particularly the case for the technical seminar, which although popular with the members who attended, cost the club around £300.

Excluding the seminar, if we wanted to cover the full costs of events from entry fees alone we would have to increase the fees by around 25%. Keeping the membership fee in place hopefully also acts to encourage members to take part in several events and categories, given that the effect is that second and subsequent events/categories are cheaper!

In previous years we have been able to return a small profit from some of our events due to the cheaper ice hire at Lee Valley. The committee are keen to rotate events through a selection of London rinks (although the selection is heavily influenced by

ice availability!), so costs can be expected to vary. There are also limits on what we can do at Lee Valley to receive the lower hire rate, so we cannot assume that such a rate will always be available."

6. Certification of the accounts

Helen Watson ("HW"), who was appointed at the 2015 AGM as the independent member to review the 2016 accounts, was not present at the meeting but confirmed by email that she had reviewed the 2016 accounts and certified that they were a true and accurate statement of the LAFSC's affairs.

7. Approval of the 2016 accounts

Copies of the 2016 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 2016 accounts

"The 2016 accounts shall be approved in the form circulated at the 2016 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 group participation in events run by the club, such that groups of four or more persons wishing to perform at specified events (to be determined by the committee) could obtain a new category of membership to be known as "single event group membership", which would treat the relevant individuals as members of the club solely for the purposes of group participation in the relevant event. 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 2016 AGM."

The resolution was carried unanimously on a show of hands.

9. **Committee elections**

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

- (i) Chair – Sam Jenkins;
- (ii) Vice Chair – none;
- (iii) Secretary – Kitty Swanson;
- (iv) Treasurer – Ian Swanson;
- (v) Publicity Officer – Sara Bertie; and
- (vi) Membership Secretary – Jane Mackenzie.

In the absence of any nominations for the role of Vice Chair, it was noted that, in accordance with the constitution, the committee would have the ability to co-opt someone to fill that role during the course of the year.

A resolution was put to the meeting regarding the committee for the 2017 year.

Resolution 4: Elections to the committee

"The committee for the 2017 year shall consist of the following officers:

- (i) Chair – Sam Jenkins;
- (ii) Vice Chair – to be co-opted by the committee as and when a suitable candidate is identified;
- (iii) Secretary – Kitty Swanson;
- (iv) Treasurer – Ian Swanson;
- (v) Publicity Officer – Sara Bertie; and
- (vi) Membership Secretary – Jane Mackenzie."

The resolution was carried unanimously on a show of hands.

10. **Appointment of member to certify 2017 accounts**

KS noted that a member of LAFSC who was not on the committee was required to be appointed to certify the 2017 accounts at the next AGM and that HW had volunteered to fill that role again. A resolution was put to the meeting regarding the appointment of HW to this role.

Resolution 5: Appointment of member to certify the 2017 accounts

"Helen Watson shall be appointed to certify the 2017 accounts."

The resolution was carried unanimously on a show of hands.

11. **Membership fees**

KS noted that two categories of membership fees would need to be determined for 2017, as a result of the introduction of single event group membership following approval of the proposed amendments to the constitution.

KS proposed that the ordinary adult membership fee for the 2017 year should be £20.00, since that had seemed to work for the 2014-2016 years, and that the single event group membership fee for the 2017 year should be £40.00, since that would not be so low as to discourage individuals in smaller groups from registering for ordinary adult membership but not so high as to discourage groups (especially larger ones) from participating in club events such as the gala.

The matter was discussed and a resolution was put to the meeting regarding the membership fees for the 2017 year.

Resolution 6: Membership fees

"For the 2017 calendar year, the fee for ordinary adult membership of LAFSC shall be £20.00.

For specific events during the 2017 calendar year, to be determined by the committee in its sole discretion, the fee for single event group membership of LAFSC shall be £40.00."

The resolution was carried unanimously on a show of hands.

12. **Any other business**

There being no other formal business, SJ closed the meeting at 6:40pm. Those present subsequently participated in an open committee meeting and a discussion regarding LAFSC plans for 2017, which are minuted separately.