



SCOTTISH KORFBALL ASSOCIATION
NATIONAL EXECUTIVE COMMITTEE MEETING
SUNDAY 18TH AUGUST 2013
25/1 EYRE PLACE, EDINBURGH, EH3 3EX

Present

Graham Robertson (Chair)
Michael Nicholson (Secretary)
Cathy Campbell (Treasurer)
Nigel Cooper (Development Officer)
Andrea Kinver (Internationals Officer)
Ian Volante (League Secretary)

Apologies

Jean Fourie (Web Presence Manager)
Laura Henderson (Funding Officer)
Louise Pirie (Funding Officer)

1. Opening

The meeting was opened at 2006 with Graham Robertson in the Chair and Michael Nicholson taking minutes.

2. Minutes of Previous Meeting

Michael intimated that no minutes for the previous meeting could be found, and nor did there seem to be any written record of the AGM. Cathy intimated that Poppy Simpson-Wells had taken some notes at the AGM and undertook to pass these on to Michael.

3. Matters Arising

In the absence of minutes, there were no matters arising.

4. General Management of Committee 2013 – 2014

Graham welcomed everybody to the committee and set out his vision for its operation over the coming season. Improving communication, both between committee members and between the committee and clubs, is to be a priority. Regular committee meetings will be held, with an aim of at least once per month; the venue of these meetings will rotate around the country in order to share the travelling burden among members. It is Graham's intention to direct the actions of the committee, rather than to do everything himself. In addition, to improve consistency of development, Graham hopes that the committee might eventually move to a two year model; ultimately there is no point in developing a five year plan and then having five different groups of people, each with their own different ideas, overseeing it.

5. Payment for SKA Events

A situation arose over the summer where an individual received credit warnings over a bounced SKA cheque. This cheque did not bounce for financial reasons, but because it was initially rejected by the payee as it did not have a corresponding invoice number. It was agreed that this cannot be allowed to happen again.



This was considered to have been an unfortunate isolated incident, but one that highlighted the need for reviewing our procedures to reduce the risks. The practice of reimbursing individuals with little accompanying documentation is not suitable for auditing purposes. From now, all bookings for SKA events will be made in the SKA's name and payment up-front or on the day will always be preferred- cheques can be issued in advance where necessary. Where payment is taken, the payer must ensure that it is accepted and obtain a receipt.

Cathy was directed to explore the option of setting up internet banking with online transfers enabled. It was noted that Edinburgh Mavericks use such a system, and Cathy was directed to contact John Mottram, their Treasurer, to discuss its implementation. It was noted that the requirement for two signatories to any cheque might make online transfers difficult, and the option of reverting to single signatories would not be viable due to the difficulties this would cause to funding applications.

Graham agreed to assist Andrea with setting up procedures for payments related to the national team. It was agreed that a monthly direct debit from each player to cover costs would be preferred to the current pay-and-play model. This will improve financial efficiency and encourage attendance at events. This will be looked at in more detail in the coming weeks and months.

6. Development Matters

6.1. SportScotland Affiliation

Nigel provided an update on the progress of the SportScotland affiliation application. The current requirements are that we have 500 members, who must be regularly playing korfball (therefore preventing us from using last year's schools' participation numbers); an acceptable alternative would be the production of a development plan detailing how this number would be achieved. In addition, we must produce two years' worth of audited accounts.

It was noted that the accounts are currently not in a strong state; multiple spreadsheets with different information exist and there is little itemisation of individual costs. There is therefore doubt as to whether they would pass an audit. The committee directed Cathy to contact Lee Gill of Edinburgh City, a Chartered Accountant, (failing whom, Steve Anderson of Glasgow) in order to ascertain whether the accounts, as they currently stand, would pass an audit. If they would, such an audit shall be performed.

It was agreed that, after an audit has been performed, Nigel should progress the application, if only to test the waters. This would enable us to find out first-hand what the idiosyncrasies of the process are, while also requiring us to iron out organisational deficiencies that might hold back a future application. It was noted that affiliation would not provide extra access to funding or other major new advantages, but would be worthwhile nonetheless if it encouraged good practice within the SKA. It was also agreed that developing a five year development plan to hold on record and aspire to should be developed over the coming year.



6.2. Coaching Courses

Nigel reported that no progress had been made on holding a coaching course, with a planned event in Blairgowrie aimed at teachers having been postponed. However, a meeting has been arranged with an Angus Active Schools co-ordinator, with a view to running a short, introductory course for teachers as a CPD event. This could then lead on to further tuition of teachers, initially in Angus but potentially further afield later on.

The BKA continues to run its own coaching courses (at Avon Tyrell), although the EKA has chosen not to recognise this course any longer, replacing it with their own certification. It was agreed that the SKA will continue to recognise the BKA's qualifications, and will teach the BKA syllabus. It was agreed that there was no need to repackage the qualification as an SKA certificate. In addition, though, it was agreed that the SKA will also recognise the EKA's courses. Nigel holds materials for the BKA course already and reported that he believes it would be feasible to organise a Level 1 coaching course over one weekend this year, to fit in with the league season and internationals.

The EKA has requested £500 from the BKA in order to recognise the BKA Level 1 in England, on a par with the EKA Level 1. It was agreed that this was not worthwhile, and Clive Minshull, the SKA's representative on the BKA, should be directed to decline to give SKA authority for this payment.

6.3. Referee Development

It was agreed that referee development needs to become more focused and serious this year. While a list of referees and their qualifications exists, very few people have seen this. It was agreed that Nigel should e-mail the list to Jean, who should upload it to the SKA Website after obtaining permission from each coach to use their details.

7. Internationals

7.1. IKF Under 21 European Championship 2014

This event will take place in Antalya, Turkey from 4th – 10th May 2014. The potential for Scotland entering a team was discussed. It was queried whether we have a large enough pool of players at Under 21 level, considering especially that the tournament falls during university exam time, but the development of squads feeding into the main national team was welcomed as an idea. Michael was directed to ask clubs and the other UK governing bodies to compile a list of those eligible and interested in joining such a team, and also to seek interest from individuals in assisting Andrea with an Under 21 team.

7.2. Feeder Squads

With the viability of Under-21 and Under-23 squads questionable, the committee discussed other possible pathways into the national team. The suggestion of a B squad was generally welcomed, with open trials to be held. This squad would train and play fixtures with a view to moving up to the main squad, while bringing back higher level knowledge to their clubs. Further discussion of this idea was put on hold until a later date.



7.3. National Team Funding – Current Practice

At present, coaches come from the Netherlands to run sessions for the national team, supplementing those led by domestic coaches. These sessions are partially funded by the coaches themselves, partially by grants obtained by the coaches, and partially by the individuals involved in the sessions. Much of this arrangement is done informally, and there is no documentation supporting it.

This has raised a few concerns within the committee at large. Firstly, the lack of a paper trail for expected team expenses currently covered by external individuals would render a financial audit difficult; secondly, it renders provision for the national team vulnerable and dependant on the continued support of those Dutch coaches currently involved; finally, it is unclear from which bodies the grants are being received, and whether they are being applied for in the name of the SKA by individuals with no legal tie to the association. These issues were left open for now, but will be returned to for further consideration in the future.

7.4. National Team Funding – IKF European Championship 2014

The current plan is for the national team to train at least once per month until October 2014, with these sessions being led by a mix of Dutch and domestic coaches. Andrea was directed to put together a funding proposal detailing how she thinks the SKA can help the national team financially, but with a focus on how such funding will benefit Scottish Korfball as a whole. Generally, it was noted that stronger links need to be formed between the national team and the Scottish korfball community at large, for example, more information about squads needs to be published.

The committee also want to share around the expertise of visiting coaches to benefit as many groups and individuals as possible. Andrea is exploring the option of funding through a scheme that pairs coaches with groups and finances transport and accommodation costs for that coach. This application requires a detailed plan of what the Association's aspirations are from such a coach, together with the number of players involved in coaching and their level. It was noted that such coaches would most likely not be interested in assisting with lower-level training. A suggestion that using them to teach our own coaches was generally welcomed, though, as this would allow for knowledge and practices to be cascaded down to clubs.

Andrea was directed to continue this application, with support from Nigel where necessary. In addition, the Committee as a whole were directed to think about funding and fundraising opportunities in advance of the next meeting, with funding entry fees the main priority.

7.5. National Team Selection Weekend

It was agreed that the SKA will pay for hall hire for a selection weekend, and that any profit made from participants' contributions would be directed towards the national team's budget.



8. Competitions

8.1. Structure of the Scottish Korfball League 2013 – 2014

From this season, the league will consist of two divisions. Six teams will play in Division 1 and seven in Division 2. After all teams have played a double round robin, the league will split into three. The top four from Divisions 1 will play a further round robin, as will the bottom 5 from Division 2. The remaining teams (the bottom two teams from Division 1 and the top two from Division 2) will have their points reset and will play a round robin.

There was uncertainty as to whether the results of the middle division (post-split) would lead to promotion and relegation across seasons. While the structure lends itself well to such a model, it was uncertain whether this had been agreed, with most erring towards this not being the case. Owing to this uncertainty, it was decided that there will be no promotion or relegation this season. From the 2014 – 2015 season, top teams from each club will start in the higher division, and promotion and relegation will begin to run, with the top two teams in the middle division gaining a Division 1 place for the following season. This decision will be revisited in the event of any new clubs joining the league.

8.2. Player Rules

It was confirmed that Development Teams have been scrapped this season, and the question of how to deal with playing down for fixtures in light of this was discussed. The general consensus was that we do not wish to exclude players- including star players- and that a game played with a full team is always preferable to playing short or being forced to abandon a fixture. However, it was noted that some individuals, when playing down, do not adjust their playing style. Those star players who drop down to play should be facilitators, rather than attempting to showboat, or to rack up goals for their individual tallies.

It was generally agreed that a game where more than two star players played in a non-top team would be subject to review, with sanctions including the loss of any points won being available. The League Rules will be updated by Ian to reflect this and other necessary changes, and circulated as soon as possible.

8.3. League Republic

It was agreed that we would revert to using the League Republic system for displaying results and league tables this season. In addition, all of last season's details will be entered into the League Republic system. Jean will oversee this.

8.4. Confirmation of League Fixtures

The fixture list most recently issued has raised no objections from clubs and has therefore been finalised, and will be issued to clubs. As yet, the dates of the Nottingham and Lancaster tournaments are unknown; some conflicts may therefore arise in the coming weeks. In that event, a whole weekend's fixtures may be moved to the weekend either side. Any amendment to fixtures must be agreed in advance with the League Secretary.



8.5. Application of New Substitution Rule

While the potential for the rolling substitutes rule to increase game time was noted, it was agreed to delay the implementation of the rule until at least next season. The rationale for this is that there are already a lot of changes being made to the league rules, and adding more changes may lead to confusion. In addition, it was felt that there would be too few individuals willing to volunteer to oversee the application of the rule. It was agreed that the rule may be used for tournaments, including the SKA Cup, in order to introduce it incrementally, and that this decision would be revisited in advance of the 2014 – 2015 season.

8.6. Super Sunday Venue

Edinburgh was chosen as the venue for both Super Sundays. The hall for the day will be organised by the SKA, with the SKA paying the hall fee. It was agreed to run it as a three hour session, with two games being played simultaneously, if possible. Ian was directed to investigate hall options and booking processes, with Sighthill the preferred choice of hall, failing which Westwoods. Depending on the times of the events, these days could be combined over a weekend with Scotland training or a social event, and spectators will be encouraged.

9. IKF General Meeting 2013

It was agreed that funding an individual to attend this event would not be a proper use of SKA funds. No volunteers from the committee were prepared to attend, therefore Michael was instructed to send apologies to the IKF.

10. A.O.C.B

10.1. Abertay University Korfball Club

Michael announced that he has opened discussions with Abertay University's Sports Development Officer with a view to forming a club at the university, which he will be attending this year. The committee pledged its support. Further details about the club will be available at the next meeting.

10.2. Scottish Korfball Forum

It was noted that there had been very little use of the SKA's online forum. Michael was directed to e-mail clubs in order to highlight the existence of the forum and to encourage its use.

10.3. Affiliation of Northern Storm

It was noted that informal comments had been made by Northern Storm Korfball Club to the effect that they would prefer to participate in the Scottish Korfball League, rather than in the English structure. It was noted that there was a precedent for an English team (Durham) playing in Scotland. Michael was directed to confirm Northern Storm's aspirations and, should they wish to join the Scottish League, seek consent from the English Korfball Association for this to happen. Any entry to the league would be for the 2014 – 2015 season.



10.4. Child Protection Officer

Cathy raised the question of whether Jemima Horsley-Downie is to remain as the designated Child Protection Officer, since she has received no communication from the SKA since the AGM. In the absence of AGM minutes, there had been uncertainty over whether that position had been filled. Michael was directed to e-mail Jemima, apologise for the lack of communication, and confirm her continued position as CPO.

10.5. Post-Split League Fixtures

Ian was directed to prepare a provisional calendar of fixtures for the second half of the season. This will allow for greater clarity for organising National Team weekends.

10.6. Tournaments

It was agreed that the SKA needs to encourage events that bring everyone involved in Scottish Korfball together- the SKA cup and other tournaments, for example. It was queried whether Glasgow could take on the running of the hat tournament run by Dundee in January 2013, but agreed that it is not for the SKA to run such competitions, or to dictate their management to clubs.

It was agreed that clubs will be able to apply to the SKA for funding to run competitions, with the SKA absorbing costs and any profit made being directed towards the organising club's funds. Edinburgh City were offered this for the 2013 beginners' tournament, but declined funding, as they do not wish to risk SKA money when they have ample funds to absorb any losses.

No club competition dates are currently known.

10.7. Club Administration

It was noted last year that St Andrews University encountered difficulties in their organisation, particularly with regard to the beach tournament. It was agreed that Michael should monitor their communications with the SKA and offer assistance when they appear to be struggling.

11. Date and Venue of Next Meeting

A poll will be circulated in due course to determine a suitable date- within the next 4-5 weeks- and venue for the next meeting.

12. Closure

The meeting was closed at 2300.

NEW ACTIONS

Reference	Action	Assigned To	Due Date
18.08.13/2.	Acquire Poppy Simpson-Wells's AGM notes and forward these to Michael.	Cathy Campbell	As soon as possible.
18.08.13/5.	Investigate online banking and online payment options.	Cathy Campbell	As soon as possible.
18.08.13/6.1.	Contact Lee Gillin order to get the last two years' accounts inspected, with a view to a full audit if there is sufficient information available.	Cathy Campbell	As soon as possible.
18.08.13/6.1.	Complete and submit the SportsScotland affiliation pre-application.	Nigel Cooper	Once the accounts have been audited.
18.08.13/6.3.	Send Jean the updated list of referees.	Nigel Cooper	As soon as possible.
18.08.13/6.3.	Contact all referees to obtain consent to put their name on a list of referees (including levels) on the website.	Jean Fourie	As soon as possible, once the list is received.
18.08.13/7.1.	Work with club chairs and governing bodies to compile a list of players eligible for an Under 21 team to represent Scotland at the IKF European Championship in May 2014.	Michael Nicholson	End of September.
18.08.13/7.4.	Draft a proposal on SKA funding for the international team, focusing on the benefits to the SKA as a whole.	Andrea Kinver	Next meeting.
18.08.13/8.2.	Revise and circulate the Scottish Korfball League rules.	Ian Volante	End of the week.
18.08.13/8.3.	Prepare League Republic for the coming season and input last year's results and goalscorers data to League Republic.	Jean Fourie	As soon as possible.
18.08.13/8.6.	Investigate and book halls for Super Sunday events.	Ian Volante	As soon as possible.
18.08.13/9.	Send apologies to the IKF for the General Meeting.	Michael Nicholson	As soon as possible.
18.08.13/10.2.	Circulate information about the Scottish Korfball Forum to clubs.	Michael Nicholson	As soon as possible.
18.08.13/10.3.	Contact Northern Storm and the EKA regarding the club's potential admission to the Scottish Korfball League.	Michael Nicholson	As soon as possible.
18.08.13/10.4.	Contact Jemima Horsley-Downie to confirm her continued position as CPO, and apologise for missing her off e-mails thus far.	Michael Nicholson	As soon as possible.
18.08.13/10.5.	Prepare a provisional schedule for the second half of the season.	Ian Volante	As soon as possible.
18.08.13/10.7.	Monitor St Andrews University's responsiveness to SKA communication, and offer administrative help if it is felt that it may be required.	Michael Nicholson	Ongoing.