

Minutes of WWS Board Meeting

20 July 2023 @ 8.00pm

Location: Zoom Videocall

Item	Action
<p>1. Welcome & Apologies: Present - Kevin Lochhead (KL) (Meeting Chair); Liz Anderson (LA); Stuart Baillie (SB), Kim Johnston (KJ); Oliver Jessop (OJ); Ali Brotherton (AB) – DC; Chris Heron (CH) – DO; Calum Reid (CR) – COO.</p> <p>Apologies – Karen Cornwell (KC); Carole Cooney (CC); John Radford (JR); Derek O’Riordan (DO) – sportscotland.</p>	
<p>2. Standing Items</p> <p>2.1 Conflicts of Interest – No new conflicts.</p> <p>2.2 Risk Register – No updates.</p> <p>2.3 Child Protection and Wellbeing – KJ confirmed there were no updates beyond that contained within the COO Report.</p> <p>2.4 Record of decisions agreed on outside meetings:</p> <ul style="list-style-type: none"> • Ending of the Concill Caretaking Contract. Staff will take responsibility for the building internals, and a cleaner will be engaged to clean the outside toilets. 	
<p>3. Minutes of Previous Meeting</p> <p>3.1 Minutes of the previous meeting were unanimously agreed upon.</p> <p>3.2 An updated version of the Staff Work Plan was provided ahead of the meeting. There were no questions.</p> <p>3.2 The Action Log was reviewed and will be updated with this meeting's removals, additions and edits.</p>	CR
<p>4. DC Update</p> <p>AB presented a report during the meeting. See the appendix for key points.</p> <ul style="list-style-type: none"> • KL asked for plans for further waterski resources (videos and booklets). AB requested input from others on this. 	CR
<p>5. DO Update</p> <p>CH provided a written report ahead of the meeting. See the appendix for key points. There were no questions.</p>	
<p>6. Chair Update</p> <p>KL provided a verbal update:</p> <ul style="list-style-type: none"> • The mid-point strategy review process begins on 25 July with an initial online consultation meeting. This is a chance to discuss ideas for the big-picture, longer-term goals of the organisation. All Board Members who can attend should do so. • On 7 August, KL will attend an SSA Chair Meeting in Glasgow. This is a chance to network with Chairs from other sports. 	<p>ALL</p> <p>KL</p>

<ul style="list-style-type: none"> • The process of replacing the Super Air Nautique 210 continues. This boat has been for sale via Scotland Nautique for a number of weeks. It has now been agreed with Scotland Nautique that they should source a suitable replacement of similar value to that of the Super Air Nautique 210. Some options have been considered, with a recent option (a 2019 Carbon Pro) being worth further investigation. KL will arrange the next steps. • KL will begin the Director Self-Assessment and 1:1 Meeting Process shortly by sending the self-assessment document and arranging meeting dates. CR is to provide KL with an up-to-date blank template document. 	<p>KL</p> <p>CR</p>
<p>7. COO Update CR presented a written report ahead of the meeting. See the appendix for key points. There were no questions.</p>	
<p>8. Finance Update SB provided a written report ahead of the meeting. There were no questions. 8.1 The Aldermore account matures on 31 July. The board approved the proposal to re-invest the funds in a 1-Year Fix Interest Account.</p>	
<p>9. NTS Management Committee Update CH presented a written report ahead of the meeting (see 5. DO Update).</p> <ul style="list-style-type: none"> • CR asked that the board pass a vote of thanks to Matt Mills and Alisdair Roger for their work on installing the boat lift. This was unanimously agreed. 	
<p>9. sportscotland Update No Update.</p>	
<p>10. AOB</p> <ul style="list-style-type: none"> • Kyle Waterski & Wakeboard Club passed on their thanks for the use of the community boat which has kept them on the water while the issues with their boat were dealt with. 	
<p>Next Meeting</p> <ul style="list-style-type: none"> • Board Meeting: 21 September 2023; 8pm • AGM: 29 October 2023; 2pm • Board Meeting: 16 November 2023; 8pm 	

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Appendix

Key Points from DC Report:

- **Observer/Helper Training resource** now released to clubs.
- Aberdeen Waterski & Wakeboard Club **Coaching Clinic** delivered with DO.
- **Follow-up videos** from Coaching Clinic produced.
- Filmed content for **additional Coaching Videos** for Cable Wakeboard.
- Finished and published **Box/Rails Coaching Booklet** for Cable Wakeboard.
- Finished and published **Switch-Ups Coaching Video** for Cable Wakeboard.
- Attended Foxlake to **coach higher-level Cable Wakeboarders and** encourage group training.

Key Points from DO Report:

- Town Loch **peak summer operations** are about to begin.
- Aberdeen Waterski & Wakeboard Club **Coaching Clinic** delivered with DC.
- Kyle Waterski & Wakeboard Club **Coaching Clinic** rescheduled.
- **Promotion of National Competitions** across disciplines to keep members up to date.
- Preparations are underway for **2nd Trick Ski Clinic**
- **Backyard Slalom Series** planning continues.
- **Boat Lift** instillation at the Town Loch NTS is now almost complete.

Key Points from COO Report

- Continued working with Chair on **Board Self-Assessment and Review Meetings**.
- Produced a feature (**Focus on Autism**) for the **BWSW Magazine**.
- On track to achieve **sportscotland** Annual Outcomes.
- A report on the actions taken following the **break-in at the Town Loch NTS** was previously circulated with all actions progressed.
- The **Work Plan** has been reviewed and updated for the DO, DC and COO.
- WWS now also represented on **BWSW Disability Committee** by CH.

Minutes taken by Calum Reid
20 July 2023