

**Minutes of Welsh Bridge Union Council meeting
Held at MRC Centre, Llandrindod Wells
Tuesday 12 June 2018**

Those present

Chair: Sarah Amos

Minute taker: Helen Houston

Fiona Noyce, Geoff Evans, Jean Hand, Rod Sheard, Barry Wennell, Tony Disley, Simon Gottschalk, Alan Stephenson, Alan Screen

The Chair welcomed everyone to the meeting

1. Apologies for absence: Gareth Jones, Neville Richards, Paddy Murphy, Phil Bowers

2. Appointment of new CEO

There was general discussion re: the current Job Description (JD) of the CEO. It was agreed that the current JD was considered too operational, and not truly that of a CEO. Discussion about voting rights, and possible Chairmanship of the Management Committee (MC) ensued.

Job Description. The current JD was discussed and various changes agreed in line with the above. (attached new JD). Generally the CEO would oversee the operational tasks, to ensure the smooth running of the WBU.

Secretarial duties were discussed. There was a need for better dissemination of information, and support with the organisation of events and meetings. The options of a position paid on a contract basis, a paid and employed position, or sharing duties between the Area secretaries were considered. The costs of a paid position were felt to be too high.

The detail of the JD was then considered, and the various tasks were distributed between the CEO, selection committee and others (attached JD)

Remuneration

The current WBU honoraria for officers amount to £5-6k per annum in total. The CEO is remunerated on a Contractual basis @£10k per annum.

Appointment process

The post will be advertised in national (Welsh) paper, and through the WBU organization. Sarah Amos would draft the papers and circulate. It was agreed that knowledge of bridge would be a desirable characteristic. An appointments committee, short-listing panel and interview panel will be determined after interviewees known (to avoid personal connections).

Additional items arising from the discussion

Specific events were fast approaching, and arrangements should be put in place in good time – probably before the new CEO was in place. E.g Camrose, Premier League weekends, Llangollen congress

Other items considered included ECats SIMS, storage and supply of WBU equipment, WBU website and webmaster

Agreed that:

1. The CEO should have input into the strategy and take responsibility for its implementation
2. The CEO should be the point of contact for the WBU for other NBOs, EBL BGB. Secretarial support generally and for committees was needed and it was agreed that such support should be sought.
3. The JD should be amended to give more of an oversight and responsibility role, with the expectation of being able to delegate/oversee duties.
4. The preparations for the Camrose (Jan 2019) should start immediately.

Action point:

Person Responsible

- | | |
|--|------------------|
| 1. The Job Description will be amended | Sarah Amos |
| 2. The CEO post will be advertised/appointed | Sarah Amos |
| 3. Initiate management for the Camrose 4 th -6 th Jan 2019 | Jean Hand |
| 4. Find a match manager for the Camrose | Present CEO |
| 5. Consider ECats charges and options for SIMS events | Sarah Amos |
| 6. Premier League arrangements for Oct/Nov 2019 | Tony Disley |
| 7. Check Llangollen has an organiser | Jean Hand |
| 8. Discuss website with NR and PB, develop proposals for future | Simon Gottschalk |

3. WBU Five Year Strategy

This was discussed briefly. It was agreed that the document was more of a mission statement than a strategy. It will be considered in detail by council members – to identify early priorities and develop strategies to achieve those in conjunction with the new CEO. To be further discussed at a later meeting.

Action point:

Person Responsible

Comments on Strategy priorities to Sarah Amos All

4. National Competitions

It was agreed that a working group to overhaul all WBU competitions should be established. The group will need to consider what the members want and are prepared to support. In relation to the organization of them the WBU will need

good advance planning (e.g. calendar), and consideration of the impact of Welsh geography must be taken into account.

It was considered to be important that competitions continue in the interim so for the next competition year (2018/19) the existing competitions should continue as previously decided by the MC.

The Webber is being held in EWBA in early 2019. Dates still draft. It is scheduled to rotate with NWBA and WWBA.

The Mixed Pairs will be held as a one day simultaneous event in Areas

It was agreed that the working group should look at the entry/financial models to enable the events to continue and consider event sponsorship.

Proposed membership of the working group is

Sarah Amos, Bob Alderdice, Tony Disley, Jean Hand, Adrian Thomas

Other suggestions: Mike Tedd, Gwynn Davis, Simon Gottschalk.

Various ideas for competitions have already been proposed and the working group will consider these.

Actions

Responsible person

Establish the working group

Sarah Amos

5. Any Other Business

The Role and tenure of the President was briefly discussed. Some felt that the tenure was insufficient, but the link to the roles expected was critical. If the President has a figurehead role only, 1 year is fine, but if the President is to provide a strategic focus then 1 year would be insufficient.

The President drew the meeting to a close and thanked all Council members for their contributions.