

Albatross Diving Club
Annual General Meeting (AGM) Minutes
Tuesday 17 May 2016 6.30 – 7.30 pm
Location: Central Pool

Present:

- Roger Minns, Matt Bailey, Andrea Beal, Donna Heath, Isla Middleton, Malcolm Green, Emma West, Jeanette Jones, Nicky Frewin, Jane Jolly, Kelly Cook, Neal Ridley, Nedko Ivanov, Steve Breach, Nicki Watts, Anne Jessel, Tracy Lefever, Samantha King, Virginia Saunders, Liz Bradbury, Paula Elder, Ian Elder, Jane Chambers, Melanie Healey, June Rocker, Norman Rocker, Matt Pipe, Chris Beal, Simon Dudman

Apologies for absence

- Sheila Kirrane, Marnie Shaw, Bernie Bicknell, Justine Waight, Lois Gosling, Jeff Pearce

Minutes of the previous AGM

- Agreed

Matters Arising

- None

Chairperson's Report

- Matt Bailey welcomed all attendees. I have very much enjoyed being the Chair of Albatross over the last 12 months. I took over from a very impressive predecessor and was keen to make my own mark on the club. I feel that you should always make a positive impact in whatever you do.
- This is a great club full of very talented divers. We punch well above our weight and this is highlighted in all of the competitions that your children take part in. We celebrated all of their achievements at our awards evening so I will not go over it again.
- In the last 12 months I have put forward changes that I felt needed to be made. I have tried to listen to everyone who has put forward ideas, suggestions or concerns and acted accordingly. We are developing a group of people who would be happy to chaperone at events. They have been DBS checked and showed willing to help out. Although this is a slow process I feel that this will happen at events in the future.
- We had some excellent fun parent dive sessions with the run up to the Christmas Gala and a very interesting display of talent or just taking part. This was simply good fun and highlights that sometimes we need to get away from the balcony watching our kids wrestle with gravity and interact with each other a bit more.
- We have started to make changes to the squad structure within the club. Divers will be able to pass from squad to squad more freely and coaches will coach other divers who

- are not from their squad. Malcolm has been working with all the divers and is spreading his expertise across the club by holding twisting sessions and whole group sessions.
- The Chair has attended coaches meetings. This is not to add coaching input to these meetings but to make the relationship between the coaching team and the parents a stronger and more efficient one. The club is nothing without the parents and equally nothing without coaches. It is important that there is a clear interface between the two building blocks of the club.
 - With the change to the squads, you may see your child diving with another coach. Please do not see this as anything other than a positive thing. Albatross is as much about coach development as it is diver development. It may be that less senior coaches are coaching more advanced divers and vice versa as part of coach development. This is all part of the clubs commitment to the future and its development of both divers and coaches.
 - The other main item that I have put into effect is the structure of the Committee. At the last committee meeting it was agreed that we would change how the Committee would function. We need more parents getting involved in all aspects of the club and I feel that this is a way that it can be done.
 - The new committee functionality was then examined in the form of a bubble diagram and Matt reiterated the need for parental involvement to ensure club success:

The Committee will be split into a range of functions:

- Governance
- Administration
- Communications
- Events
- Fundraising
- Facilities

The Committee will work alongside our team of coaches who have responsibility for Coaching and Development. There will be liaison across the various functions and there will be areas of responsibility within each function that may be complete roles or a series of tasks. Meetings between the function group members may then take place on the balcony during convenient diving sessions. Only the governance group, together with specific function coordinators will meet formally for Constitution requisite meetings outside of the pool setting. It was felt that this would encourage more member involvement as tasks and responsibilities are clear and onerous meeting attendance significantly reduced. It will also allow timely decisions to be reached more effectively with delegation of authority given to the functional groups and a smaller agenda necessary at the formal governance meetings.

A sign up list will be made available after the meeting for those interested in being part of the running of the club. It will be helpful if an indication can be given of functional areas that interest you. A Committee structure will be formulated based upon skill sets and interest.

Lead Coach Report

- The Lead Coach Report was delivered by Malcolm Green. Usually at the AGM I talk about the club successes and changes within the club over the last year but I think most were highlighted at our Awards evening a couple of months ago where Matt gave a good account of this so you will already know what we have achieved over the last year. Since then, of course, there has been the British Junior Elite diving championships, 3 divers, 6 events resulting in 6 finalists and a British junior bronze medal. The competition season for our elite divers is already over, but for our skills and age group squads it has just begun with qualifying events for the national finals in July, which will take place just a week apart and at opposite ends of the country, a busy time for all.
- Albatross is almost at maximum numbers, it is an exciting time with a lot of new young divers starting out and some older divers coming toward the end of their diving with us and off to pastures new, in the 30 odd years I have been coaching at this club I couldn't count the number of divers I have seen come and go, but I can remember the majority of them; just recently I went to the Regional skills in Crawley to judge, ref & coach. While I was there I looked through all of the trophies that were sitting on the table waiting to be won, and engraved on them were some names from the past representing Albatross diving club that brought back so many memories of those divers, and who they became, there have been so many that have made me proud to be a part of this club. We may be small, we may be voluntary, we may not have a huge selection of boards, rigs, bubbles or a fancy drydive studio, but we can still compete with all the big clubs, produce excellent divers and at the same time challenge all the professionally run clubs in the country, and all that gives me a big smile!
- Having said that, the one thing I have learnt over the last few years is just how much other clubs respect us for what we achieve, they see us compete, they wonder how we do what we do, my answer would be that you can only work with what you have, make the best of that, work together as a team of coaches, parents and divers and make the most of opportunities offered from wherever they may come along the way to add to it.
- Diving has many up & downs for divers, parents and coaches, you have to take the rough with the smooth, pb's & medals verses injuries and dropped dives, as a coach you have to be mentally prepared because just when you think everything is going to be great, something can happen resulting in months of hard work being lost. But at the end of the day, for me seeing divers smile when they have learnt a new dive, made a qualifying score or won a medal, far outweighs the more difficult times.
- This week the European Championships in London have taken place, a record number of medals for GB show just how much diving is changing in this country, I watched Tom Daley on the 10m take the gold medal, he was just a class act to watch, nobody

could get anywhere near him, then I suddenly remembered when he was 8 or 9 years old judging him at the National Novice finals, I didn't particularly take much notice of him though, but that was probably because I had some my own divers there too, one of which was Chris Mears who won the Gold medal. He too looked a class act diving alongside Jack Laugher in the 3m synchro this week.

- Next month sees our 27th Interclub Novice event, already I know there are many clubs looking forward to attending the event, with a bit of a mixture of divers, for some it may be their first event, for others it maybe a practice event before the skills finals in Southend, what I do know is that it remains a successful event and in many clubs programmes as part of their competition and training calendar due to its unique event requirements and the warm welcome we give every year to each of the clubs divers & coaches.
- Finally, with the recent news that the life of Central Pool is nearing its end and a full closure is expected at the end of 2017, it is important that we find a way to continue what we have built over the last 38 years during the period of time that a new facility is built, I feel confident that we will have something bigger and better from which our younger divers will benefit from in years to come and the club can move up another notch to better ourselves in the future.

Treasurers Report

- In the absence of Sheila the financial report was delivered by Matt Bailey based upon the audit review undertaken on the 2015/16 accounts:
- The first thing I'd like to do is thank Sheila for the work she does in maintaining the club's accounts. It's not a simple job, and it is much appreciated. In Sheila's absence, I thought it might be helpful to provide a few brief comments on the accounts for 2016 so you may understand where the club is spending its money, and also to give some context to the fee proposal for 2016 and beyond.
- Copies of the accounts are available for you to have a look through. I have completed an examination of the accounts, and whilst I'm not required to perform a formal audit on the accounts, I can confirm that I believe the accounts have been properly prepared based on the underlying records.
- The club generated income of just over £34,000 from fees and donations in the year to March 2016, compared to just under £36,000 in 2015. As you know, the club also raises money from the interclub event, social events, the award night and the annual gala. Together these raised around £800, net of costs. The club kit shop made a profit of around £600. So in aggregate the club had around £35,000 of net income in the last year.

- However, it spent around £40,000 on pool hire, trampolining fees, coaches' expenses, and equipment. Indeed, in the last year, the club spent around £14,000 on equipment costs particularly relating to kitting out the new dryland facility in Woodley.
- Although the club spent more than it earned, it does maintain a sensible cash surplus - at the end of March 2016, there was around £17,000 of cash in the bank. This provides a good level of headroom to deal with unexpected events and expenses, and therefore I believe the club is managing its finances in a sensible way.
- Moving forward, I know Sheila was planning to make a number of points:

First of all, the Committee has agreed to pay for petrol expenses to all coaches attending external training such as SEEDS/ACE/BEACON or to attend Albatross arranged club training at other pools where squad divers are able to benefit from the availability of additional, dry, bubbles and highboard facilities. This amendment to the Albatross Expenses Policy was implemented from Wednesday 13 April 2016.

Secondly, a new fee structure is proposed which recognises the club's increased operating costs. As you know, these are mainly pool hire, dryland training at Woodford Park, competition expenses for coaches including travel and hotel accommodation, ASA membership for the divers, and IOS membership and insurance for coaches. The club also pays for life-saving courses and governance courses required by Swim 21. In 2016, there will also be costs involved in replacing dryland matting and fixing the second 1 metre springboard at the pool, as well as purchasing further equipment. The agreement to pay petrol to coaches for training external to Central Pool is also incorporated into the fee proposal.

With these factors in mind, if ratified at this AGM, fees will increase from 1st July. These revised fees will enable the club to sustain a solid financial position, whilst also providing good quality equipment and pool availability to our divers.

Club Fees 2014/15

- A notice had been sent to all members to advise that each year it is the responsibility of the Committee to review the financial sustainability of the club taking into account committed expenditure and forthcoming operating costs. In general fees rise each year to take account of the operating costs associated with the provision of diving as highlighted in Steve and Sheila's financial report. Calculation of the forecast costs for 2016/17 has made it a necessity to advise a proposed monthly increase to the current club members eligible to vote at the forthcoming AGM. These fees assume that Albatross will remain training at Central Pool for the forthcoming year.

- Those present were asked to comment and vote on the following proposed structure:

Masters and Recreational Squad; 2 pool sessions per week	£50
Right Track Squad; 2 pool sessions, 1 occasional pool session (grade dependant) and 1 dryland per week	£65
Skills Squad; 2 pool sessions, 1 additional pool session and 1 dryland per week	£70
Age Group Squad; 3 pool sessions, 1 additional pool session and 1 dryland per week	£80
Elite Squad; 4 pool sessions, 1 additional pool session and 1 dryland per week	£80

The additional session is, in each case, by arrangement with the squad coach.

Ad hoc sessions and adult diving will be charged at £8.00, but all regular squad divers will need to pay their fees by standing order.

The new fee structure, if ratified, is applicable from 1 July 2016.

An Annual Membership of £25 is available to divers leaving the Club to pursue university places or careers which will cover ASA Membership Category 1 that supports insurance for diving and coaching and occasional holiday diving by agreement with the coaches.

- Following some discussion where Emma, on Sheila's behalf, was able to give more detail on the normal operating costs associated with the provision of diving, a hand vote was called and the new fee structure as proposed was ratified.

Forthcoming Events

- **Sunday 19 June 2016** - Albatross InterClub Competition - primarily aimed at skills level and is a good fund raiser for the club. All Club support is requested.
- **Sunday 11 September 2016** - Social event - barbeque, pool and outdoor games fun at Blue Coat School.
- **Saturday 3 December 2016** - Christmas Gala. Whilst affording a chance for the whole Club to take part in this special seasonal event, this is a fundraiser for the Club and opportunities are examined throughout the year to seek prizes and sponsorship from local businesses.

Election of Officers

- The Constitution states that the Chair, Treasurer and Secretary and 2 named individuals should be elected at the AGM. The whole committee is stood down.
- In accordance with this the following positions were voted upon:
- Chair - Nedko Ivanov was nominated as Chair by Matt Bailey and seconded by Nicki Watts

- Treasurer - Sheila Kirrane will remain as Treasurer nominated by Matt Bailey and seconded by Nicky Frewin
- Secretary - Emma West will remain as Secretary nominated by Matt Bailey and seconded by Donna Heath
- Jeanette Jones and Nicky Frewin were elected to the committee making the required quorum.
- Additional Committee members: Isla Middleton, Jane Jolly, Sarah Minns, Donna Heath, Andrea Beal, Paula Elder, Kelly Cook, Matt Bailey and Nicki Watts.
- As discussed earlier, the Committee will be taking on a new format ensuring that all Constitutional and club functional responsibilities are covered. Those members interested in forming part of this vital club support network will be approached and appropriate networks formed with working frameworks and tasks planned for the coming year. Some members will attend meetings in a named position; others may choose to take on specific tasks within the committee's responsibility and report to the Committee as necessary.

Any Other Business

- Nedko Ivanov thanked the meeting for their confidence in appointing him to the Chair position for the forthcoming year and gave special thanks to Matt Bailey for his contribution in 2015/16. He welcomed the opportunity to Chair the Club and make his own contribution to Albatross.

Date of Next Committee Meeting:

Not set. Will be arranged following allocation of interest across club functions.