

Minutes of SPKA EGM held at St Andrews. Date:  
February

Sunday 13th

Time: 10:00am  
Location: St Andrews, Fife  
Venue: Beanscene, Bell St.

### **Present**

Tom Arlott, Mark Ward, Keith Haynes, Daryl Haynes, Paul Smith, Roger Blakemore, Dan Fowden, Stuart Potter

Not Present : Rachel Fowden.

### **Agenda**

1. Resignation of Rachel Fowden as Chair
2. Appointment of temporary Chair to stand it till next AGM
3. Set Date for next AGM
4. SPKA representation within the BKSA
5. Discuss proposed agenda for AGM
6. Appoint someone to write newsletter on above & inform membership

#### 1. Resignation of Rachel Fowden as Chair

We say goodbye to Rachel Fowden as chairperson to the SPKA for the last couple of years. During her term in this role Rachel has successfully put together much of the necessary documentation to allow the association to move on with a set of formal guidelines for subsequent committees to follow. Her participation in this role will be missed and we wish her every success in her future projects.

#### **Action**

The only outstanding task is for RF to pass over any Risk Assessment information in her possession

#### 2. Appointment of temporary Chair to stand it till next AGM

It was proposed that Tom Arlott be appointed as temporary 'chair' until the next AGM. Proposed by Mark Ward, Seconded Stuart Potter.

Mark Ward to remain as temporary 'chair' also until the next AGM when the post will be renewed.

At this time it was also suggested that KH takes over the role of Treasurer whilst remaining as Membership Secretary. This was proposed as the membership role coincides with that of treasurer with regard to banking of funds and issuing of cheques.

#### **Action**

RB to pass over Treasurer information to KH.

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### 3. Set a Date for the next AGM

It was proposed to hold the next AGM either on the 17<sup>th</sup> or 24<sup>th</sup> April possibly in the Falkirk/Irvine areas of Scotland as an alternative to St Andrews. This information to be passed on to the membership via email and posted on the website with a view to getting a confirmed date in place by 27<sup>th</sup> February.

#### **Action**

KH to copy minutes of EGM to membership with request to respond on preferred date. KA to post information on website.

### 4. Discuss proposed agenda for AGM

- Suggested each committee member write procedures for each role to allow for continuation should post be passed on to someone else.
- Terms of Reference – No of posts to be appointed for next fiscal year?
- SPKA to act as a promoter and provide Event insurance (RB to confirm this can be done based on our existing terms of insurance)
- Discuss what the SPKA should aim to achieve in the forthcoming season and beyond
- Appoint new committee members

### 5. Any other Business

- RB to find out what is covered for events and what it costs
- ID Photo's supplied with application forms – KH to delete
- Advertising – should the SPKA attempt to increase funding through selling advertising? If yes then careful consideration needs to be applied to the areas where this would be seen as a benefit without compromising the neutrality of the association.