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Minutes of Directors Meeting on Tuesday 11th March 2014
Kaim Park Hotel, Bathgate at 7.00pm

Present: P Carlyle (Chair) M Marshall I Barnes D Paton E Syme A Mack

C Mackenzie (Mins)

Apologies: I Neill B Abel A Shand

Conf. Phone : N Lamont S Campbell - unable to get connection

PC discussed conduct and planning future meetings. A Shand tendered his resignation. E Syme also tendered his resignation. Both resignations were due to increased work commitments.

	ACTION
1. Apologies - : I Neill B Abel A Shand	
2. Minutes of Previous Meeting – 11 th February 2014. Prop MM, Sec IB There was a discussion reviewing summary minutes and standard minutes. Sporting Committees to provide minutes for publishing where appropriate. Alternative meeting schedule discussed. Possible meeting of all Directors every 3 months, then meetings of Executive members to discuss business matters only. Then a meeting of sporting Chairmen with SACU Chairman and President to discuss discipline matters. Intention being to have smaller working groups and more focussed discussions. It was pointed out that meetings may not be quorate. Programme of meetings and subjects to be developed with defined topics. EG; licences, insurance. Immediate needs could be addressed by telephone conference call where appropriate.	PC – CWM
3. Matters Arising Review of Heat and light report. Still paying for coffee machine which has been removed, review of heating costs and maintenance. Office requires an annual safety. Contract to be retained but reviewed.	IB
4. AGM Debrief The Directors considered the meeting to have been was positive. There was an issue with Constitution updates. The minutes from AGM to be produced and agreed as soon as possible and sent out the all attending Members for comments within 30 days. Ways to increase attendance at AGM to be considered. IE; possibility of having an AGM webinar	CWM

<p>5. Constitutional update</p> <p>An EGM is required to approve any changes. An EGM would provide the opportunity for elections to any current vacancies.</p> <p>It was suggested to add a representative from each Member Club to a sporting committee to ensure full discussions. Review will include looking at size of quorums. Due to reduced committee sizes Management requires to vote on Chairman for non-quorate disciplines on at next Board meeting. Prior to AGM any new motions need to be checked that they meet legal requirements and that wording actually works.</p>	<p>PC - BA</p>
<p>6. Ongoing projects.</p> <p><u>SMS – PC / Rory Bryant</u> Developing athletes, performance development. SMS looking at achieving status to get support from SportScotland.</p> <p><u>Constitution – PC and BA</u></p> <p><u>Magazine –</u> circulate latest information to Directors - BA</p> <p><u>Coaching –</u>The Assessors and 1st coaches now been trained by the ACU. Finalising certification. CWM</p> <p><u>DVD –</u> Robbie Allan Jnr has concerns over possible failure of project. Review exposure and risk. MM</p> <p><u>Scottish Rule Book –</u> Look to co-opt help on project. IB</p> <p><u>Youths in Sport –</u> Following the CPG meeting at Holyrood there were funding opportunities available. Review with SMS. IB</p> <p><u>Possibility of University Motorcycle Sport –</u> path into sport. PC</p> <p><u>Charitable status – Paul Carlyle</u></p>	
<p>7. Jim West (I Barnes). Form for mileage claim to be sent to Jim West.</p>	<p>CWM</p>
<p>8. Website update . Office to contact each chairman once a week for news.</p>	<p>CWM</p>
<p>9. A Shedden Life membership. Unanimous agreement to appoint A Shedden as a Patron with title Life member. Certificate and medal to be produced and presented at annual awards.</p>	<p>CWM</p>
<p>10. Update on coaching progress – see above</p>	
<p>11. Awards 2014 – 30th November at Motherwell. Business meeting to discuss cost of awards. Sports meeting to discuss awards and placing etc.</p>	
<p>12. Financial Report – MM</p> <ol style="list-style-type: none"> a. Increase insurance cover to £20m b. Trials insurance PA recording (paper for noting) c. Treasurer to amend monthly report to include previous year’s figure for comparison d. Misc figure includes payments for previous year e. Review accounting year date change. Possibly to end of October f. Increased insurance cover to be reviewed at meeting with insurers at end of month 	<p>MM</p>
<p>13. AOCB</p> <p>Add SMS funding guide and survey to web site and circulate to all Members.</p> <p>Sports Concussion – brochure to be circulated to all discipline chairmen.</p> <p>MX to be a single event championship – board to get behind project and promote</p>	<p>CWM</p>