

ENGLISH KARATE



FEDERATION

English Karate Federation
Karate without Fear or Favour

**ENGLISH KARATE BOARD MEETING
FOREST GATE POLICE STATION
Forest Gate, London E7 8BS
SUNDAY 27 September 2009 @ 11.30am**

Present: President - Carl Lindley, Vice President - Michael Dinsdale, Members: Andrew Genery, John De Bono, W Thomas, John Moreton, Michael Billman, Ticky Donovan OBE.	
Apologies sent: Chris Thompson, Brian Noble	
Minutes taken by John De Bono	<i>Actions</i>
<p><i>The President welcomed everyone.</i> TD: Commented on the sad loss of Chris Mundle.</p> <p><u>Minutes of the meeting 2 August 2009 – outstanding actions.</u></p> <p><u>Matters arising – actions brought forward from EGM 7 June 2009:</u></p> <p>1.3 MD to discuss outstanding item: Sponsorship from AVA Sports (Dino) to discuss whether he is prepared to sponsor a squad or pay a sum to have his logo on the EKF web site.</p> <p>(14) AOB (D) Registrations MD to be removed from registration committee. WT, BN, JM, JD and M Sell to form new committee.</p> <p>Meeting Closed</p> <p>Addendum BN. Chief Referee Position</p> <ul style="list-style-type: none">• Alternative Proposal – that the existing contract for the Chief Referee be allowed to continue until December 2009• Proposal not carried.	<p>22/11 - c/f</p> <p>To remove JDB from list – complete.</p> <p>Registration Committee to advise on how to get numbers recorded</p>



Minutes of the meeting 27 September 2009 – outstanding actions

Proposal:

That in future any voting recorded should be worded “motion carried” or “against”, not number of votes. It was proposed by TD and Seconded by MB: Motion carried.

2) Sport England recognition:

CL discussed at great length issues regarding getting Sport England recognition. SE have changed their rules, the current funding period is 2009-2013. The release from SE on how to get recognition and funding are not linked. The Board agreed to put the application forward to SE. If EKF are rejected then we have a month to appeal.

Registration Committee to come up with ideas on how all Associations can get numbers recorded. .

To look into having Dan and Kyu grade certificates, so members can buy and have their grade recorded, possible signatures CL and TD.

3) The implications of 2 members conversation regarding TM Course:

A discussion ensued, the outcome of which was, the course would go ahead as planned.

4) The Chief Referee’s position:

This was discussed in great length. It was agreed that the job description would be re-circulated and discussed at the next Board meeting. A statement will then go on the EKF web site stating that we will be putting out a job specification and inviting any tenders for the position. All CVs to go to AG (as the new referee’s liaison officer) in the first instance and not to be circulated to the board. The CVs will then be passed to the interview panel. Thereby giving total anonymity to all who wish to apply.

Proposed by MB and seconded by TD.

JM and TD to liaise on the design of cut down version of the certificates.
22/11- c/f

AG to circulate job description to the Board.
22/11 - complete



5) Referee Liaison Officer:

At the BKF Championships, a number of referees asked that the Board appoint a liaison officer. AG agreed to be the liaison officer.

Proposed by TD and seconded by MD.

Board voted and agreed.

6) The invoice from Willie Thomas's group. (London Games):

WT commented that the instructors were instructed to carry on coaching the squad for the LYGs (Haringey Council). In the event that the Board would reverse its decision. WT to supply any evidence as who is liable for costs (not EKF).

WT to speak to instructors and LBH. This matter has now been sorted by WT (28.09.09) 22/11 - complete

7) The Regional coaching situation:

Regional sessions should be more formal and possibly at weekends. TD to liaise with WO. WO is holding a meeting with the Regional coaches in October.

TD to speak to WO 22/11 - complete

a. Regional and National Coaches:

The Board feel that it should be a requirement that all Regional and National Coaches have the following; CRB check, First Aid approved qualification, Instructors certificate and an EKF Coaching qualification. All squad sessions must have a qualified first aid person present. MD to contact DS and a letter from CL to be sent in detail to all coaches.

MD to contact DS and a letter from CL to be sent out ASAP 22/11 - complete

8) Ray Fields financial information request and the reasons for such:

JM updated the Board on RF and any more correspondence from RF to be referred to CL.



9) Latest from the CRB/ISA requirements as from the 12 Oct 09:

JM as the EKF CRB officer needs to have copies from Associations who apply for CRB checks for their members. JM to contact individuals requesting photocopies once he receives confirmation from Associations. (Renewals are every two years).

Proposed by JDB and seconded by MD

10) Financial update:

JM read out the Bank statement for the period 14/08/08-11/09/09 showing a healthy balance (figures disclosed to the Board). The EKF can apply to be VAT exempt as a non-profit making organisation. Application to come from BN as Secretary. Anyone in future putting in expenses need to show receipts or invoices. Anyone putting in mileage claims also needs to submit a VAT petrol receipt with their claims. A safeguard needs to be put into place regarding electronic transfers. JM to notify the bank to e-mail the nominated board members when these are being conducted so we are all aware of it.

The Board gave a vote of thanks to Samantha and JM for all their hard work.

MD to chase the accountants on their findings of last year's audited accounts, to be done in seven days.

BN to action
22/11-
complete

JM to action

MD to action



11) Venue for Nationals 2010

a. National and Regional Tournament Organiser specifications:

The position of **National and Regional Tournament Organiser** needs to be put out to tender. BN has put together a specification list. All Board members need to read and add their comments within seven days. It was proposed that all senior fights Semi-finals to be two minutes and Finals three minutes.

12) New Membership:

Alex Hart of Kaizen, provisional agreed, on the condition we receive a letter from the Association and that she meets the criteria.

13) LCPO-7 Report:

XXXXX has been convicted of serious assault and sentenced. JM to suspend XXXXX for four weeks and a letter cc to the Chief Instructor. MD to get in touch with Counsel for clarification.

14) AOB

- a. MB to draw up a confidentially agreement policy for all Board members to sign. So what is disclosed at meetings stays with the Board Directors and not leaked outside.
- b. MD and LL working on the new Memorandums and Articles, which mirror the WKF Statues. They are currently working on the second draft and which needs slight adjustments. It was also discussed that they should include the following: that individuals couldn't leave one Association and join another, merely to try to get elected on to the Board. They must be with new Association for no less than one year. Proposed by TD and seconded by JDB

JM to send out letter.

MD to contact IS.
22/11 – further period of suspension; to be reviewed

22/11 – Confidentiality Agreement presented, To be reviewed by all.

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<p>Date of next meeting: Forest Gate Police Station, 22th November 2009 at 11.30 am.</p>	
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