



ENGLISH KARATE FEDERATION BOARD MEETING

Venue: Forest Gate Police Station

Address: Romford Road E7 8BS

Sunday 11 September 2011 @ 11.00 am

<p>Present: President - Carl Lindley, Vice President - Andrew Genery, Company Secretary - John De Bono, Treasurer - John Moreton, Directors - Ticky Donovan OBE, Steve Coupland, Chris Thompson, WKF Rep - Michael Dinsdale</p>		
<p>Apologies sent: Mark Symonds, Kevin Barrett</p>		
<p>Minutes taken by John De Bono</p>		<i>Actions</i>
	<p>Minutes were read and agreed by the Board from the meeting that took place on Sunday 24 July, signed off by the President.</p> <p><i>Actions from meeting 24.07.2011.</i></p> <p>Malaysia:</p> <p>TD announced to the board that he has to step down as HOD for the trip to Malaysia on medical grounds.</p> <p>TD proposed JDB as HOD for the trip: Seconded by CT.</p> <p>As a male chaperone was needed for the trip TD suggested Greg F. TD to ask Greg F if he can go.</p> <p>JM gave JDB the HOD accident book and one for Jon M (kata coach).</p> <p>DS to notify the squad about injections needed for Malaysia, DS has emailed the squad and they are all aware.</p> <p>JM to discuss with DS for the squad to make two payments for the trip. The first payment has been received, squad have been notified to make second payment by the 15 September.</p>	<p>TD to ask Greg F if he can go</p>



	<p>Ponds Forge venue dates. 21-22 April 2012 to be the EKF Nationals at Sheffield provisionally booked. The board discussed possible venues for International Open and would prefer the Excel Centre after the Olympics 2012.</p> <p>Emails: AG explained that WT complained to him that DS did not send emails inviting all athletes to the selections on July 17 in Barnsley. Two athletes' parents contacted WT saying that they were not informed. AG has now emailed one name to MD, but WT has not supplied the other name. MD has spoken to Debbie regarding this and everyone on the list was emailed. DS has asked that squad members check their email addresses are correct before they submit them. JM raised a point that some Hotmail & Yahoo accounts either block or put emails and attachments into Spam.</p> <p>Risk Assessment template. AG emailed his Association template, AG to remove his Association logo and replace with the EKF for board approval, so it can be used by other Associations.</p> <p>BKF Constitution: JM has now received the copy, will look into to see how this affects the EKF. So the EKF know what are we working to, JM to read and feedback to the Board.</p> <p>CL to send a message to SC to put a single one liner on the web explaining that the EKK are suspended. JM to see his solicitor and get legal advice on this matter. It was agreed for SC to email all HOAs to explain that the EKK are suspended.</p> <p>It was agreed to donate £50 to the Tsunami in Japan via the Japanese Embassy on behalf of Suzuki Sensei who recently passed away, CT to find</p>	<p>AG to amend Risk Assessment</p> <p>JM to feedback to the Board</p>
--	--	---



<p>3</p>	<p>out from the Embassy and let JM know how to pay the money. JKA licence returns, CT has now spoken to Ohta Sensei and the JKA have now started to make their returns.</p> <p>MS Report: CL stated that at the moment “there is no report until it has been revisited, to be relooked at by MS”. Until CL has received the report, there is no report. SC mentioned that MS had tried on several occasions to call JDB, but he was unavailable. JDB stated that he had no missed calls from MS as all his calls are logged on his phone.</p> <p>TD: Can the Board agree to back the HOD and Coaches if an incident takes place abroad, once they submit their reports, if it is found to be just. Proposed by TD Seconded by CT.</p> <p>Second complaint regarding Serbia: After a discussion regarding the complaint, JDB explained what actually occurred. CL to write to the parent who made the complaint and explain the Board’s outcome.</p> <p>It was agreed that when any complaints are sent to the EKF, they are sent to the President, who will then inform the Board of complaints coming in, though only of the fact that one has come in, not of the details; unless to do so immediately might prejudice the outcome of a criminal or disciplinary investigation.</p>	<p>CL to write back to the parent, the Board to see draft before it is sent out</p>
<p>4</p>	<p>Wayne Otto: JM to see his solicitor regarding his contract and final payment. JM to relay the solicitors findings back to the Board.</p>	<p>JM to get see his solicitor</p>



5	<p>John G letter:</p> <p>The letter was discussed in great detail and the Board felt that they were getting value for money from Debbie.</p> <p>It was discussed whether DS should start taking the minutes again. It was agreed that she should do so.</p> <p>Proposed by MD and Seconded by JM.</p>	CL to write to JG that the Board had noted his comments and that it was discussed.
6	<p>Sponsorship update:</p> <p>JDB informed the Board that the contract has been signed by both parties. The merchandise has been put aside for the squad. Blitz will be drafting a design for the Board to approve a new EKF badge, based on the old badge and the new shield. The new badge will be either flocked or have embroidery. The squad can buy additional items at a reduced rate, but must go through JDB. The Board agreed for JDB to hire a van to take the kit to the squad to Colchester on the Sunday before Malaysia.</p>	
7	<p>EKF web site:</p> <p>It was agreed to remove all old sponsors from the EKF web site.</p> <p>Chikara (still in official sponsors area)</p> <p>AVA Sports (on home page & official sponsors area)</p> <p>Cyber Budo (appears on every page as a footer, on home page & official sponsors area)</p> <p>AMA (still have a link to their web site from previous sponsors page)</p> <p>Blitz to send in their logo and to have a small write up as official sponsors for the EKF squad. To be sent to the Board for approval.</p> <p><i>Opro will be staying on the EKF web-site as this does not conflict with the Blitz sponsorship deal and they are aware of what they supply.</i></p>	JDB to notify Jel.



8	<p>Meeting attendance:</p> <p>It was agreed in the past that Board Directors who miss three consecutive meetings in a row are removed from the Board, without a valid good reason. It was agreed to bring this back. Without discriminating any Board Directors on medical grounds.</p>	
9	<p>Code of Conduct:</p> <p>JDB has made a few amendments as the Board have suggested. The Board went through the code page by page, then after a few minor amendments were agreed. JDB to update then send to DS to email to the squad.</p> <p>Proposed by MD, Seconded by JM</p>	JDB to update then sent to DS.
10	<p>Joe Long:</p> <p>Joe Long gave a short presentation about Seni 2012. The event is on 2-3 June 2012 at the Excel Centre. Joe asked if the EKF can put a banner on the EKF web site on November. All tickets sold through Ticketmaster, every ticket sold through this link, the EKF get a 20% kick back. Adults £20 each, Children £15 per day. All seminars have free admission to the event. EKF to invoice Fighters Inc. (Joe Long) who will issue a cheque for ticket commission sales after the event.</p> <p>Joe has offered the EKF a free stand 3m x 2m.</p> <p>Proposed by JDB, Seconded by TD.</p>	
11	<p>Apologies made on behalf of JM to the BKF:</p> <p>JM to liaise with CL.</p>	
12	<p>EKF Debit Card:</p> <p>For the EKF to have a Debit Card, the bank has advised JM to have it recorded in the minutes that it was discussed and agreed. Signatures needed:</p>	



	<p>CL as President; Company Secretary JDB; AG & CT as account signatories. Proposed by MD, Seconded by AG.</p> <p>13 Point 13 withdrawn by JM.</p> <p>14 BKF hostile to the EKF: The main issue was the running of the event, as it was run as an EKF event and not BKF. Why are the BKF so aggressive towards the EKF? BKF are adamant that it should be 80% - 20% in their favour. The EKF Board feel that the majority of the profit should be going to us. Terry C emailed the EKF asking us to reconsider. It was agreed for CL to write to Terry C, to see what the BKF terms are for the EKF to host.</p> <p>15 Alternative arrangements for accessing information: It was agreed that there should be a back-up system of the registration file, the team to be CL-President, JDB-Company Secretary, JM-Treasurer and DS-Admin. If an EKF officer is going away they should sent information to the relevant team, so that they have access to the database. Proposed by CT, Seconded by TD.</p> <p>16 Squad issues: JM highlighted a few issues regarding the last kumite training, where WT delegated a parent to collect the fees and athletes contact details. JM did collect the fees to bank. Also photographs were used and put on another web site; these have now been removed. Willie can't delegate parents to do admin duties, he should use Debbie. AG asked that Willie needs squad contact details for squad pre training. AG to email MD list of athletes. MD to forward Debbie squad names, so DS can inform WT if any squad members have any medical history and their contact details.</p>	<p>CL to write to TC</p> <p>MD to forward DS squad names</p> <p>DS to forward names to WT</p>
--	---	---



TD: Just a reminder that all Board members must bring their EKF licence to all meetings. Licence check at the next meeting.

TD left the meeting at 4.05 pm

17 Kyu Grade Championship:

This will be in Sheffield at the end of Jan 2012. JDB asked if it can be rotated North, Midland and South, to be looked at, at a later date. To hold either one or two a year, depending on attendance of the first competition. Proposed by AG, Seconded by JM.

18 Competition & Referee’s Licence books:

Deferred to the next meeting.

19 AOB:

AG: KB has passed this club application from Neil Malpas of Dento Kan to AG to sort out whilst he is on holiday. There are a few discrepancies with this application. AG to write back to get clarification. It also appears that he is a Ni Dan in karate.

AG to get clarification

SC: Can SC liaise with other outside karate bodies on CPO issues. So he can notify them if groups leave us under a cloud, and then should be made aware if they have been banned. The Board to see any information before SC informs the other groups.

Kidscape course to be in October 2011 at Chase Farm Hospital Enfield.

JDB: Requested a float to buy water for the squad in Malaysia, it was agreed to use his discretion and buy when needed.



	<p>MD: To draft an email to all Associations, making them aware that the HMRC are carrying out a series of campaigns throughout 2011 and 2012, one of which is scrutinising the tax affairs of private tutors and coaches. Also making sure that their association's tax affairs are in order.</p> <p>CL: There is a meeting with Sport England on the 21 October 2011 with the other karate bodies the representatives for the EKF will be CL & MD.</p> <p>CL: Spanish Cup, this will be 19-20 November 2011 in Melilla, to consist of 1 coach, 4 squad members two kumite & two kata and 1 referee, EKF to reply by 3 October.</p> <p>JM handed out the current EKF bank balance, looking healthy.</p> <p>JDB asked SC for all the details of the trip, airline, hotel and coach company.</p> <p>20 Date of next meeting: TBA (possibly mid-November)</p> <p>Meeting finished at 4.45 pm</p>	<p>MD to draft an email to Associations.</p> <p>CL to liaise with DS</p>
--	---	--