

**MINUTES OF THE MEETING OF THE DIRECTORS
OF ENGLISH KARATE FEDERATION
29TH SEPTEMBER 2007**

VENUE ILFORD POLICE STATION, ILFORD ESSEX

Present: David Wilson (DW)
Michael Dinsdale (MD)
Michael Billman (MB)
Terry Daly (TD)
David Donovan O.B.E (DD)
Carl Lindley (CL)

Apologies: John Gilliland (JG)
Leslie Cutting (LC)
Peter Dennis (PD)

1. DW confirmed that he would take the minutes of the meeting.
2. There was a discussion regarding the cadet and junior world championships that are to be held in October and an email that had been received from Shikon regarding that association not expressly wishing to join the EKF but would consider doing so and it appearing as though there was to be a decision made after the world championships.
It was therefore agreed by all that an email is to be despatched for anyone who wishes to attend the trials for the cadet and world junior championships may do so if their association has committed in advance to joining the EKF. If there is no response prior to the trials then their members will not be allowed to take part in the trials.
3. CL agreed that he would draft an email to all associations which was done at the meeting and read back and a final version agreed to.
4. With regards to the Memorandum and Articles of Association they are to be sent to the webmaster and the webmaster to confirm that the meeting to agree the Memorandum and Articles of Association will accept proxy and postal votes.
5. In respect of the meeting which is to take place on the 3rd November 2007 MB confirmed that along with Dev Barratt they will finance the hiring of: Ivor Preece Centre, Broad Street, Rugby Football Club, Coventry which is just off junction 2 of the M6. the reason that this cannot take place on the 4th November is that the venue is already let for that day. It was agreed by those present that the meeting would take place as above at noon.
6. MD reported that Cyberbudo will provide administration backup and will contribute to the cost of Debbie Sell who will carry out the administration for the EKF. Thanks were expressed from those present to Cyberbudo for this gesture. Ms Sells will be invited to future meetings, to understand what is involved and discussed at the meetings.
7. With regards to banking it was noted that DW had the banking application form available and subject to his agreement it was proposed by MD that JG be in charge if financial affairs and that with regards to signatories it will be any 2 of 4 signatories as follows:

JG/DD/DW/MD.

8. Licences: a draft license clip was produced and Cyberbudo are going to look into a version for consideration by the board.
9. GI badge: it was agreed that any GI badge used would be as per the notice that was sent out re the squad training sessions.
10. With regards to the ownership of this company, this is to be dealt with at a future point and is to be transferred to the governing body. At the moment the only shareholders were subscriber shares in accordance with the normal position on incorporation of a shelf company.
11. Website: again to be dealt with at a later stage.
12. CL raised the question of the application form to the EKF and the consent to data being held and the necessary wording that needs to be applied. It was agreed that a draft application would be prepared for membership and DW will look into the EKF holding data.
13. It is to be noted for the future that we will need to look into the question of Sport England recognition for purposes of finance. This is not to be discussed at today's meeting but is something that will be dealt with at a later stage.
14. Insurance: it was agreed that we would approach 3 separate company's namely Towry Law, Perkins Slade and Towergate.

Printing: this will be dealt with by Cyberbudo in accordance with the licenses as Above.
15. In accordance with our corporate documentation we are to have a disciplinary board set up at a later date and there is enough experience on the board to set up a correct disciplinary procedure.
16. It was to be noted that in connection with the cadet and junior championships that Cyberbudo are paying for the staff of the England team, flights and accommodation. DD confirmed that the staff consisted of:
Himself
Mo Surdhar
Wayne Otto
Jonathan Mottram
17. It was agreed that those present had covered the necessary items for today's meeting and we would reconvene on Sunday 28th October at midday either at Ilford police station or Barkingside police station. Venue to be confirmed nearer the time.

.....Signed 29th September 2007