

MINUTES OF MANAGEMENT MEETING
held on 4 June 2005, at 13 Margaret Avenue, Coventry

PRESENT: V. Sumpter (Chairman)
Mrs S D Timms
P. Cooke
G. Cooke
D. Foster
T. Bayliss
D. Burke
J. Burn

ACTION

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from B. Jones (CDO) and K. Morgan (Media)

2. MINUTES OF LAST MANAGEMENT MEETING AND GENERAL MEETING

The Chairman reviewed these Minutes and there were no matters arising

3. COACHING

G. Cooke advised that all BAB coaching certificates are to be re-issued due to the over-complicated certificate codes which currently exist. The new certificates will be in the format that shows the new BAB logo, and will be numbered (as far as is practicable and possible) in date order of qualification, commencing with BAB 00001, et seq, irrespective of the type of coaching award.

A coaching list with the new and old coaching numbers will be distributed to all Associations to allow for any amendments or omission queries. It is essential that Grev Cooke BAB CLO is contacted by 31st August 2005 if there are any errors or inaccuracies with the coaching list to ensure the new certificates can be ready for most of the distribution to be done at the October General Meeting.

The new numbering system will be used for any courses that are run after this date. The old certificate numbers will then be obsolete immediately prior to the next P I renewal date, therefore next year's P I slips must display the new certificate number.

The following wording on the Coaching Handbook is to be added to the copyright clause "**unless you are a member of the BAB**". This is to prevent unlawful copying by non-BAB members. All BAB members may copy the content for use within their Association or on behalf of the BAB.

See also Agenda Item 4 - Coaching course fees

4. **FINANCE**

P. Cooke advised that he will be issuing a “tax paid” letter to the members of the Executive Committee who have received honorariums for FY 04/05

P. COOKE

Following discussion on the financing of Coaching and Tutor courses, it was determined that the following pricing structure would apply for future courses:

Coach Tutor Courses	=	£150 per person
Coach Courses	=	£ 30 per person

5. **CHILD PROTECTION**

D. Burke stated that he had received several comments on the draft Child Protection policy recently distributed, and advised that the final document will be published on the BAB website shortly. The document to be ratified at the next General Meeting

CHAIRMAN

6. **CRB CHECKS - POLICY**

S. Timms advised that BAB application for registration has been submitted and she is now awaiting confirmation as to our acceptance or otherwise.

7. **DATA PROTECTION**

BAB Processes was held over to the next ECM

D.FOSTER & CHAIRMAN

8. **DATABASE RECORDS**

J. Burn reported that the Database was as up to date as possible, and pointed out that the information was continually being changed. He will keep S. Timms advised and will monitor the Database on a regular basis

9. **MEDIA COVERAGE**

K. Morgan sent in a written report as he was unable to attend the meeting. He advised that a couple of groups within the BAB had finally invited him to do some coverage for them, but he was unable to accept because he was in Japan. The column in “Martial Arts Illustrated” is gaining more popularity, and he is getting good feedback in the Readers Letter column, and this month’s issue has an interview with Gwynne Jones, Shin Gi Tai, highlighting the work of the BAB.

The Chairman commented that at a recent Management Meetings he had specifically requested K. Morgan to let him have sight of the content of any articles before they went to publication. The reason for this is because the articles are written by a member of the BAB Executive Committee and thus carry the tacit approval of the BAB and its members. It was brought to the notice of the Executive that the published interview with Sensei Gwynne Jones had apparently caused some upset outwith the BAB. To date, the Chairman has not received any pre-publication articles, although BAB articles have since appeared in several magazines. The Chairman was to write to K. Morgan on the matter.

CHAIRMAN & K. MORGAN

10. **MEMBERSHIPS**

T. Bayliss advised that Aikido in Daily Life had completed their application and recommended this Association be accepted on a year's probation. He then gave to the D. Foster and G. Cooke the appropriate documents relating to this application. The probationary period to be notified at the next General Meeting.

T. BAYLISS

T. Bayliss to progress with Shobu Association the submission of their outstanding data protection documents

11. **INSURANCE - CERTIFICATE SALES**

S. Timms advised that the new system seemed to be working satisfactorily with the exception of a few Associations, but confirmed that these small hiccups will be resolved shortly.

The Chairman advised the Committee that for new Associations joining the BAB, their instructors were able to obtain PI insurance with the proviso that a recognised BAB coaching qualification had to be obtained within the year; following which, if no coach qualification had been obtained, further PI cover would and could not be given. The same probationary period for PI was not presently available to new Clubs joining an existing BAB member Association. The inequality was felt to be unfair and, the Committee agreed that such cover should be extended to the new instructors of new Clubs joining a current Association member of the BAB. It is emphasized that this precedent does not apply to current student members of a BAB Association who now wish to become club instructors - they must first qualify as a BAB Coach.

12. **NATIONAL COURSE 2006**

S. Timms and K. Holland are to follow up 2 venues shortly. The Instructor content for the seminar (which it is hoped to market under the banner of the **50th Anniversary of Aikido in the UK**) was discussed in outline. The Chairman agreed to take this forward and would provide an update to the Members at the next General Meeting.

CHAIRMAN & SECRETARY

A brochure to include profiles of senior UK akidoka was suggested and agreed as a good idea, this too will be developed and discussed more fully at the next Management Meeting.

It was suggested that the National Course should be a charity event, and it was agreed that the preferred charity would be the NSPPC. It is still to be decided how best we should proceed and this will be discussed at the next Management Meeting.

13. **ELECTRONIC PUBLICATION OF DOCUMENTS ETC**

S. Timms reported that there were still a number of Email addresses yet to be received, and she will send out a reminder with the Minutes of this meeting.

S.TIMMS

14. **DUTIES OF APPOINTED & ELECTED OFFICERS**

The Chairman stated that he was still outstanding some Executive Officer job descriptions.

EXECUTIVE OFFICERS

15. **ANY OTHER BUSINESS**

Club Mark Sue Ward of Tenchi Ryu has volunteered to pilot the Club Mark scheme for her dojo on behalf of the BAB. The Chairman wished her every success and hoped that she would be able to provide a blueprint for other Association Clubs to follow.

SUE WARD (Tenchi Ryu)

16. **DATE OF AGM 2006**

It was agreed the hold the AGM 2006 on **20 MAY 2006** and the venue will probably be Solihull Football Club, Solihull

SECRETARY

Date of future meetings:

General Meeting 2005	15 October 2005
Management Meeting	19 November 2005
Management Meeting	18 March 2006
AGM & General Meeting	20 May 2006