Kinross Curling Trust
Minutes of Annual General Meeting
Kinross Curling Rink
<u>On 23 January 2020 19:00</u>

1. Welcome

2. Apologies: There were 26 apologies received**:** Irene S Baillie, Paul Baughan, Dor Borthwick, David Bruce, Jim Brydie, Sue Cameron, Lars Christiansen, Elizabeth Glennie, James T Harley, Steven Kinninmonth, Derek Laird, Colin Low, Kate Low, Dianne Matthew, Liz Mills, Lorna Rennie, Sandra Ritchie, Maggie Scott, Susan E Scougal, James Stevenson, Lynne Stevenson, Robbie Stevenson, Maria Tait, Eileen Thomas, Debbie Weir, Angela Wilcox, Alison Young.

Present: There were 31 members in attendance (quorum 25): Jim Barton, Sarah Bruce Jones, Dottie Burt, Mike Caffyn, John W Geyer, Sheila Harley, Margaret-Elspeth Harman, Iain Keddie, Steven Kerr, Graham Lindsay, Bill Linton, Alistair McCabe, Donald McGregor, Robert Mitchell, Alan Muirhead, Robin Park, Alastair Raffan, Susan Rigby, Doug Ritchie, Karin D Scott, Willie Scott, Fergus Shaw, Robert W Smith, Anne Steedman, Ena Stevenson, Robert B Stevenson, Robert Tait, Gareth Thomas, Neil D Upham, Morag Wellman, Ken Young.
Three non members were in attendance: Barbara King, David Neill, Jane Shields.

3. Minutes of Annual General Meeting held on 31 January 2019
2019 AGM minutes had been circulated to all members with the 2020 AGM material.
The minutes were proposed by Margaret Elspeth Harman and seconded by Ken Young.
Carried.

4. Matters Arising
A question was raised about heat and lighting costs. This was explained as due to the closure of the rink for a period of time.

5. Chairperson's Report
The Chair's report covered the period from August 2018 to July 2019. The Building Committee was congratulated on the completion of the lounge extension and installation of the lift, and thanks given to Hatrick Bruce for this work. The difficulties arising from multiple staff illnesses of ice crew and bar staff were reported, and great credit given to the response of staff and volunteers. Thanks were also given to the volunteers serving on the Finance, Building and Fundraising committees.

6. Report of the Independent Financial Examiner
This had been circulated in advance of the meeting.

7. Approval of the Accounts to 31st July 2018
Doug Ritchie presented the Independent Financial Examiner's report and Annual Accounts. No questions were raised.

Proposed by Mike Caffyn and seconded by Bob Smith.
The accounts were approved.

8. Appointment of Independent Financial Examiner

The Board proposed that Thomson Cooper should be our independent financial adviser for the present financial year. Proposed by Doug Ritchie and seconded by Iain Keddie. Agreed by the meeting.

9. Amendment of Articles of Association

It was explained that Article 16 states “The Board shall convene one General Meeting as an Annual General Meeting in each year”. Due to the postponement of the first AGM from Dec 2010 to Jan 2011, we have been constrained by this article so have been unable to hold an AGM earlier than the January after the end of the financial year. It was proposed to amend article 16 to specify Financial year, which would permit the holding of two Annual General Meetings in one calendar year and enable the Annual General meeting to be held as close as possible to the end of the Financial Year. The wording of the proposal was questioned, and it was suggested appropriate legal advice should be sought.
Approval to amend Article 16 was passed by 21 votes to 2, passing the required 75% threshold.

10. Present Business Position

a. Finance

Doug Ritchie presented the report. There has been a decrease in donations and legacies, (last year there was an exceptional grant of £20 000 from the Arthur & Margaret Thomson Trust). Compared to last year Ice income has increased by £5 100; Ice costs have increased by £1 500; Bar income has decreased £6 400; Bar costs have decreased by £5 700. We have a trading surplus of £127 000. There are £53 500 in outstanding personal loans and approximately £50 000 for the WCF interest free loan (however this is affected by exchange rates as the loan is in Dollars)

b. Property

Jim Barton presented this item. The building improvements of Major Refurbishment in 2014, Extension in 2018 (thanks to Bob Mitchell and Gary Mees), Glass in 2019 and Car Park improvements in 2014 and 2018 were noted. There have been no major works on the changing rooms. The Property Committee has been wound up, and a Maintenance Committee established.

c. Operations

Jim Barton presented this item. Jim Steel has a six-point plan for coaching development, and as ever would benefit from more coaches. Ice use is down, but still healthy. Bar staffing levels is an issue complicated by illnesses. Food provision is restricted to soup and sandwiches, doing what we can do well. The bar provides a service to curlers but is still losing money.
From the floor: a recommendation was made that the cost of school involvement sessions could be subsidised by Scottish Curling.
Also the lack of a suggestions box was raised.

11. Vision Statement – Strategic Planning

Jim Barton presented this item.
Our Vision for Kinross Curling is to provide first class curling facilities for members and visitors and to create a sustainable business attracting and retaining sufficient customers to be able to bear the cost of running the facility in an affordable manner

The visitor experience extends from initial arrival in the car park through getting onto the ice, the on-ice experience and subsequent use of the bar/lounge afterwards. These facilities will be available and suitable for all regardless of age or physical ability.

We will develop a Financial Plan, an Improvement Plan, a Commercial and Operational Plan and an Implementation Plan. The next step in this process is engagement with clubs, before developing plans, then further engagement with clubs before presenting again at the next Annual General Meeting.

11. Election of Trustees (4 Vacancies)

25% of the elected board and all co-opted board members stand down at each Annual General Meeting. Ena Stevenson and Doug Ritchie as longest serving elected members stood down. Fergus Shaw, Gareth Thomas, John Geyer and Ken Young were willing remain on the board, leaving four vacancies. Three nominations were received; Doug Ritchie, Jim Barton and Bob Tait. There being no objections, these three members were appointed.

12. Any other competent business

i. Ena Stevenson wished to recognise the voluntary work that Phil Barton did for the good of Kinross Curling Trust and Kinross Curling before he resigned last year. There was general approval.
ii. Gareth Thomas reported an inquiry asking if members could raise matters with the board on a confidential basis, that is comments or requests be made to a board member but their name be withheld from the discussions of the board. It was commented that this may be less productive than full involvement, but perhaps has more impact than purely anonymous input. There was general approval.
iii. A suggestion was made that the Trust should actively encourage legacy donations.
iv. A question was raised as to the landlord's responsibility for maintenance. Maintenance is purely a Trust responsibility.
v. Mike Caffyn made a request for the new board to reconsider previous boards' decision not to commemorate the initial donations and loans made in 2013-2014 that were essential the establishment of Kinross Curling Trust. There was discussion regarding donors' right to anonymity.
vi. In closing, the Ena Stevenson as recent Chair thanked Mike Caffyn for his long service on the board, to all other trustees, and to Steven, Susan and team.
vii. In closing, on behalf of the board, Doug Ritchie thanked and made a presentation to Mike Caffyn and to Ena Stevenson.

There being no further business the meeting was brought to a close at 20:00 hours