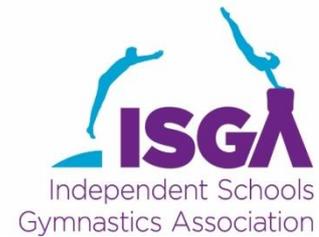


# Independent Schools Gymnastics Association

## Annual General Meeting Minutes

at St Mary's School, Gerrard's Cross 22 April 2018



The meeting started with a minute's silence to commemorate the lives of Libby Craig and Stuart Dunkley both of whom had died since the previous AGM. They had both contributed immeasurably to the I.S.G.A. (and previous GISGA) organisation.

This meeting had been postponed from the originally scheduled date (18<sup>th</sup> March 2018) because of adverse weather conditions.

**Those present:** June Walden (Chair), Verity Boulger (Vice Chair, Judges' Convenor), Linda McNally (General and Competitions Secretary), Marion Charafeddine (Technical Director), Trudy Smith (Media, Stamford Endowed), Emily Burman (Development Officer, Haberdashers' Aske's), Suzanne Rimini (Assistant Secretary, St Mary's Hampstead), Claire Pocock, (Minutes Secretary/Website Manager), Anne-Sophie Donckier (BSB), Geoff Turner (Holmewood House), Laura Timmins (Maltmans), Georgia Connell (St Mary's, Gerrards Cross), Jo Drury (Tormead), Katie Phillips (Wycombe Abbey).

**Apologies** had been received from: Helen Le Page (GHS & Trophies Secretary), Lisa Nixon (Adcote), Rebecca Maw (BSN), Sarah Needham & Ashley Beaver (Bute House), Laura Prentice (Claremont Fan Court), Katy Plant (Cophill), Tara Oxley (GHS), Rebecca Sanderson (Habs Monmouth), Ceri Crawford (Howells), Jo Cox (Kent College), Harriet Worden & Rebecca Crane (LEH), Ria Fabian (Maynard), Cairine Cranfield-Thompson (Pipers Corner), Alison Baines (Priors Field), Kirsty Scuffil (Putney High), Ian Clarkson (Repton - Foremarke), Emily Green (Sheffield High), Rebecca Hepworth (St Albans), Harriet Henderson (St George's), Michelle Uezzell (St Helen & St Katharine), Jacqui Deadman (St Mary's, Gerrards Cross), Paula Curtis (St Winefride's), Sarah Portsmouth (Stormont), Taylor Eden (Streatham & Clapham), Lynsey Taylor (Swanbourne House), Natasha Moorby (Thomas's Fulham), Vicky Carvell (Warwick Prep), Amy Gillman (Eaton House), Vikki Cook (Holmewood House).

1. After an initial welcome to those present from the Chairman, the **minutes of the previous AGM** held on 19 April 2017, which had been circulated, were signed by the Chairman as an accurate record.

**Proposed by June Walden Seconded by Verity Bulger Unanimous vote in favour**

2. There were no **matters arising** that were not covered by this year's meeting's Agenda.

### 3. Chairman's Report

a) **Website** Claire Pocock had stated that she wished to relinquish her website role whenever someone could be recruited to take over. After many unsuccessful requests for help, including investigating the cost of Jon Harrison, who had originally set up our new website, helping us on an hourly basis (£72 per hour which we would be unable to afford) June Walden had spoken to Helen Culshaw, the owner of Ascendancy (our website host) whose son, Thomas Mitchell, is willing to take this on as a learning project, for "pocket money" (£5 per hour). Claire will remain in post for a further year, with his help.

b) **Data Protection** As a result of the **GDPR** regulations being introduced on 25<sup>th</sup> May 2018, this is a topic that has to be addressed with some urgency. Changes to the way we keep and share our data will be necessary. June and Richard Walden have been on a GDPR Seminar and Richard Walden is drafting a privacy document. Schools need to be informed NOT to use any of the documents currently on the website as they will all need to be updated. First ones will be the Affiliation forms towards the end of May. There will be a privacy policy on the website.

- c) **Workshops.** Emily has run 2 workshops at Habs. which people enjoyed. The next couple will take place at Haberdashers' Aske's Boys School on Sunday 13<sup>th</sup> May 2018 and Sunday 10<sup>th</sup> June 2018. These will be from both a coach's and judge's point of view so coaches are aware of what judges are looking for.

To acquire the first basic Floor and Vault judging qualification you have to attend a British Gymnastics Level 1 Floor and Vault Judges one day course. (Details can be found on BG website). The course is based on BGSA rules and scoring system which are different to those used by ISGA.

Geoff Turner, Holmewood House School, is a BG F/V Judges Tutor for the South East. He has been approached and would be willing to run a similar course for our Association but using the ISGA rules and scoring system. There would be no qualification as it would not be recognised by BG. However it was felt that it would be very valuable for our coaches, and senior school gymnasts (14 years and over), and could be used as a refresher Course for our present judges to attend. It would also be a stepping stone to those keen to get their first judging qualification. Geoff is willing to do this on Sunday 30 September 2018. Marion will try to get a venue, possibly Maltmans Green School. Gymnasts not needed.

- d) **Awards.** This was put on the back boiler due to concerns about finances this year. They will be explored and implemented. The idea of ISGA scarves and ties being made and worn by our officials will also be looked into and implemented if possible this year.

- e) **Sponsorship** – After negotiations by Stuart and June over the past year, a sponsorship deal worth £1,500 annually for the next 4 years with Milano has been agreed upon, by the committee. June will now finalise the contract. Milano will be the solo merchandiser allowed to attend our ISGA championships. The host school will get a 10% commission on Milano sales. A bid from 'Little Stars' had also been discussed at length. **ACTION: JW**

- f) June Walden thanked all the schools, Stamford Endowed, St Faiths, Linda (for Milton Keynes) and Guildford High for hosting our championships this year and for Trudy, Linda and Tara for heading up the organisation of each event so well. (Linda will give her competition report). GHS stepped in at the last minute with a "no frills" schools competition for our Under 9, 13, 15 and Over 13 5-piece. Over the past ten years or so we have been "spoilt" at our 5-pieces competitions, as host schools have outdone themselves providing us with such wonderful facilities and extras that have made them so special, (sprung floor and tiered seating etc). However it has also meant that other schools felt they couldn't aspire to such heights; hence our position this year in Sept with no 5P host school being offered. It was felt that this "no frills" approach was a positive move in that it would hopefully encourage other schools to offer themselves as a possible venue.

Milton Keynes was a completely different environment but feedback was all positive from the schools, and Linda who put the competition on. The venue is only viable on Sundays. Normal hire cost was £1,000 for the 10 hours we used it but June negotiated this down to £750, which included tiered seating, and two sprung floors. Their staff were very supportive and their local photographers were very accommodating and we were able to arrange for officials' lunches at the Centre café.

- g) June thanked the whole committee who have worked so well together. It has not been an easy year but the difficulties have been overcome, by pulling together and helping each other. Suzanne has lightened the load for many of the committee members which has helped Linda to handle all the administration for the 2-piece, 4 piece, and both 5 piece competitions (as well as IAPS championships).

- h) We currently have 49 schools on our books plus 19 junior schools who affiliate separately from their senior schools. Over the last few years we have welcomed 26 new schools which has meant it has been very important to offer our workshops to help integrate and help educate these and our current schools.

- i) We have had a difficult year with the deaths of two very central figures: Libby Craig, Chairman and President, was a founder member of GISGA and guided our association in so many ways. Stuart Dunkley was such a key figure for schools and a mentor to many coaches for years. They will be sorely missed by those who knew them. Snow too has got in the way but we got through it all, managing to hurdle all the obstacles and continue as a vibrant organisation.

#### **4. Secretary's report**

- a) Stamford put on an excellent 2-piece competition. Trudy has agreed to run it again next year (10/11 November 2018).
- b) Despite snow, the 4-piece took place at St Faiths. This competition has got really big. Vinehall are taking it on for next year – it may have to be over 2 days. (26/27 January, date tbc)
- c) 5-piece. Milton Keynes was a new but good experience. GHS was also a good competition. The gymnasts enjoyed both. Port Regis want to do it next year. Sarah Jelly has marketing skills and Louise Chown has now returned. The voluntary floor will be sprung, but not the group sequence floor.
- d) IAPS Championships will be held at Kent College.
- e) Katie Phillips (who is moving from Wycombe Abbey to St Mary's Cambridge in September), liked having U13 & O13 on same day. However Prep school comps have more parents so better to pair with one of the older age groups to ensure balanced numbers in the audience. U15 good age group which pairs up well with the U9s.
- f) GHS enjoyed putting on a "no frills" competition. We have been spoilt by Tormead and Kent College and now almost expect a sprung floor and tiered seating for the 5-Piece but in one sense this has been difficult as no-one further has offered their school as a venue, possibly feeling they wouldn't be able to do it as well. We cannot expect to have frills any more.

#### **5. Treasurer's Report**

- a) Stuart and his daughter Sarah, tried to put a report together but there are still bills to be paid so they are not complete. When they are, the accounts will need to be audited. June has kept the financial side going in the interim. A £100 donation to a charity of their choosing was made from ISGA at both Libby's and Stuart's funerals.
- b) From an ISGA perspective, we made money on the 2-piece championships. The 4-piece competition roughly made a £300 deficit and the combined GHS/MK competition generated a £2,000+ deficit. June had worked out that even if a school had taken the competition on for the full 3 days there would still have been a deficit near this figure. I.S.G.A. pays for hotels for officials, their travel, meals, competition medals and donations to host schools. The only reason we haven't made big loss over the year is because of the 2-piece profit. Money comes in to ISGA from entry fees and affiliation fees. Host schools pays for caretakers, cleaners, catering staff and some officials, plus lunch and a gift for the judges, and production of the programme, when putting on competitions. This year the three host schools were able to cover all their expenses.
- c) Ways to mitigate losses: June continued Stuart's discussions with Neil Fox, MD, of Milano about a £1,500 sponsorship deal. We could cut down the number of judges at competitions. We could raise entry fees and affiliations. Remove or reduce donation to host schools of £300 per day. This issue was discussed at great length. The feeling of the meeting was that we should honour our officials, and continue to look after them well (more generously than most other organisations), which helps to attract and keep our judges coming back. Our aim has always been to make each competition self-funding from both the ISGA and the Host School's point of view, who share the cost between them. ISGA have yet to accomplish this, but are working towards it. The association has usually made a loss on the 5-Piece competition and a few years ago we had hardly any reserves at all, but by restructuring we are heading in the right direction. It was noted that one or two small schools have difficulty paying our affiliation and entries. A proposal was made to charge entry fees as follows: £50 for 2-piece, £65 for 4-piece, 5-piece £70 ie £5 extra on 4P and 5P entries. (NB consider waiver for schools who might have difficulties on a case by case basis).

**Proposed by Geoff Turner Seconded by Suzanne Rimini Unanimous vote in favour.**

- d) Discussion about other venues. Surrey sports park - need to bring in all equipment. Spectrum charges £2,000 for whole weekend.
- e) Review of £300 donations to host schools per day of competition. After discussion it was proposed to pay £200 a day for the coming year (£1,400) and review again.

**Proposed by Trudy Smith Seconded by Linda North Unanimous vote in favour.**

It was decided to keep affiliation fees as they are. (NB consider waiver for schools who might have difficulties on a case by case basis).

- f) Our balance sheet should stand in credit around £12,500. June proposed we should put £10,000 aside in a separate account as a Reserve that we do not use it unless we have to. This would leave £2,500 in the bank plus £1,500 sponsorship making a balance of roughly £4,000 as a working balance. **Proposed by June Walden Seconded by Laura Timmins Unanimous vote in favour.**

## 6. Appointment of Auditors

The accounts are not yet ready so there is no need to appoint Auditors at this stage.

## 7. Election of Committee members

- a) Linda has resigned as General Secretary though she will continue as Competition Secretary. Suzanne has been helping her with the general administration this year and therefore **Linda proposed that Suzanne become General Secretary Seconded by Marion Charafeddine Unanimous vote in favour.**
- b) Claire has given a year's notice for her role as Website Manager. We are hoping that Thomas will develop into the role.
- c) Libby was President, an honorary position. It was felt that position should be suspended at the present moment.
- d) Stuart's role as Treasurer has to be filled. It needs to be someone who is not working fulltime and enjoys working with numbers. June has sounded out one or two people and Suzanne has agreed to become Treasurer. **June Walden proposed that Suzanne become Treasurer Seconded by Verity Boulger Unanimous vote in favour**
- e) Jo Cox has expressed a willingness to join the Committee. She was nominated by Vikki Cook and Geoff Turner. **Proposed by June Walden and Seconded by Geoff Turner Unanimous vote in favour.**
- f) Suzanne Rimini had served her 3-year term on the Committee but was voted back onto the Committee.

## 8 Dates and venues for the following year's competitions

Provisional dates for the forthcoming season

- a) 2-piece at Stamford Endowed School. 10 – 11 November 2018 (Confirmed)
- b) 4-piece at Vinehall School, Robertsbridge, East Sussex. 26 - 27 January 2019 (dates tbc)
- c) 5-piece at Port Regis School, Shaftesbury, Dorset 8,9,10, or 1,2,3 March 2019 (venue & dates tbc)  
Friday U9 & U15, Saturday U11 & U13, Sunday U10 &, U13 – all to be confirmed.
- d) Workshops at Habs – 13 May 2018 and 10 June 2018
- e) IAPS Nationals Kent College 24 November 2018.
- f) ISA Nationals Adcote School, Shropshire Sunday 12 May 2019

## 9 Date of next AGM

Sunday 19 May 2019 (to be confirmed). at Maltmans Green or alternatively St Mary's GX.

## 10. AOB

- a) After discussion it was decided that, where at all possible, the group sequence for Under 9's will continue as the 5<sup>th</sup> discipline in the 5 Piece competition. If Port Regis host in March 2019, group sequences for the U9's will be accommodated. It will be reviewed on an annual basis.

**Proposed by Laura Timmins Seconded by Jo Drury Unanimous vote in favour.**

- b) Review of last year's number of gymnasts in a team. ie 6 in a team, 5 to compete, 4 to count. This gives an opportunity of one more person to compete and although this means some of the team do not have a chance of medalling in the individual competition, it is a team effort. There are advantages and disadvantages but on whole it was felt this is a better system. The 6<sup>th</sup> person in each discipline will not be judged and coaches must not ask Judges to judge them even if time allows. In the Group Sequence all 6 get medals. **Unanimous agreement to continue with this system.**
- c) Proposal that we continue the system that coaches check a printout of input scores after their competing round. Claire thought this is a very important safeguard for the schools and scorers.  
**Proposed by Claire Pocock Seconded by Emily Burman Unanimous vote in favour.**
- d) Linda requested that the Boys' handspring vault be scored out of 10 from now onwards (not waiting for revision of rules in 2020, as the boys are in a developing era), which would allow for development of current gymnasts. This would mean squat through and straddle would be marked out of to 9.5. **Proposed by Linda North Seconded by Trudy Smith Unanimous vote in favour.**  
**ACTION: MC**
- e) We were reminded that in the boys' competitions all the boys can be out of age as long as they are not over the allotted age and this should remain so, as so few boys participate in gymnastics.  
**Proposed by Linda North, Seconded by Suzanne Rimini Unanimous vote in favour.**
- g) There was a proposal to take straight jump out of the boys code. **ACTION: MC**  
**Proposed by Linda North Seconded by Anne-Sophie Donckier Unanimous vote in favour.**
- h) The Set Vault platform apparatus, belonging to ISGA - 4 crash mats, 2 metal platforms, (which collapse), needs storage until March. Emily Burman is seeing if it is possible to store them at Habs.  
**ACTION: EB**
- i) A proposal was made that if a team competes out of programme order on voluntary floor, the sanction is -1.00 deducted from final team score.  
**Proposed by Geoff Turner Seconded by Trudy Smith Unanimous vote in favour.**  
**ACTION: MC**
- j) June Walden proposed that we insert a "Catch all" rule. This is to cover a circumstance that is not in rules. It means if there is a problem which is brought to technical director or head judge that is not specified in rules but arises during a competition, the sanction would be up to 0.3 deducted from final team score - at discretion of head judge on apparatus or technical director with explanation to coach.  
**Proposed by June Walden Seconded by Marion Charafeddine Unanimous vote ifavour.**  
**ACTION: MC**
- k) Raffle – at Milton Keynes the raffle prizes were donated by each school and many prizes were very poor. It was decided that if a school hasn't got a raffle prize then they should give money to the host school so they can purchase one. It was suggested that if a school can't host competitions, perhaps they could organise the raffle on a rota basis. Over the coming year we should watch what is put forward for raffles and review next year. Alternatively money could be given to the host school who would then organise it (say minimum £5 per school; however if a school has 3 or more teams they might like to consider giving more).

Verity Boulger proposed a huge vote of thanks to June Walden for steering us through this very rocky year.

Meeting closed 16.50.