

BRITISH ASSOCIATION OF SPORT AND EXERCISE SCIENCES

2000 ANNUAL GENERAL MEETING

MINUTES OF THE MEETING HELD ON 31 AUGUST 2000 AT 5.00PM AT THE ADELPHI HOTEL, LIVERPOOL

APOLOGIES

Apologies were received from T Reilly, J Watkins, T Holder, J White, N Holmes, J Doust, M Doherty, C Palmer, J Ryder and C Seheult

Dr A Smith, Chair of BASES, welcomed everyone to the meeting and reminded those present that during the course of the meeting a number of proposals would be presented and that only Full members were entitled to vote on these.

20.1 MINUTES OF THE PREVIOUS MEETING

These had previously been approved and signed by Dr Andy Smith.

20.2 MATTERS ARISING

The Chairman highlighted the significant areas of progress made by the Association during the past year. These included: -

- Satisfactorily resolving the BASES Corporation Tax liability issues with the Inland Revenue
- Securing project funding from the HEA for the BASES-AGED project
- Completing the Benchmarking Statement Unit 25 with the QAA
- Appointing a new full time member of staff – a CPD Officer
- Funding an Equal Opportunities project as part of the Executives drive to increase equity issues within the Association
- Electing a New Chairman Elect – Prof Neil Spurway.

Dr A Miles raised the issue of the BASES office relocating to UKSI in Sheffield. The Chairman informed the members that the Sheffield site was no longer being considered by the UKSI and that the BASES office would remain in Leeds for the time being.

20.3 ANNUAL REPORT

CHAIRMAN'S REPORT

The Chairman directed the members to the BASES annual report and proceeded to summarise the past year's events. These included: -

- Membership increase from 1,987 to 2,410
- Increased numbers for Supervised Experience from 161 to 218
- Increase in Accreditation applications from 227 to 272
- Increase in Laboratories accredited from 27 to 32
- Memorandum of collaboration signed with the BOA
- Strategic links established with the Dept of Health

- Benchmark Statement for Unit 25 completed with the QAA
- New full time CPD officer appointment
- Tax/VAT position satisfactorily resolved with the IR
- MIS systems changed to be millennium compliant and a new finance package (SAGE) installed centrally at the BASES office.

Prof S Biddle commented that the Association had gone through a significant and positive change in recent years and he congratulated the Executive for their hard work. Prof L Burwitz asked if the BASES research agenda could be taken forward for 2000/2001 stressing that he felt much more work was needed in promoting the value of applied research. Prof. Burwitz also asked about Chartered Status for the Association. The Chairman explained that the BASES Executive would try to address the need for an increased research agenda over the next 12 months and that an increase in membership figures would also be sought in order to fulfil the criteria for Chartered Status. The Chairman informed the members that the five year corporate plan was coming to an end in December and ways of achieving the requirements of Chartered Status would be included in any new plan.

SECRETARY REPORT

Prof I Maynard directed members to his report in the annual report and invited questions or comments. He reported that over the course of the last twelve months the Association had secured the services of two new members of staff. Jane Bairstow, who joined the Association from the National Coaching Foundation as Senior Administration Officer and Ian Le Page from the Eastern Region of Sport England as the CPD Officer.

He also informed members that two organisations, Human Kinetics and Coachwise Ltd, had contacted the BASES office with regards to offering BASES new and larger office accommodation. The Executive had agreed to fully consider both proposals before making a final decision.

TREASURER REPORT

Mr A Borrie (AB) informed members that the Association was now operating like a small business. New financial systems (SAGE) had been installed at the BASES office and appropriate staff training had taken place. He also explained to the members that the Senior Administration Officer would now administer the signing of cheques for invoices/expenses in order to centralise the management of the accounts.

Mr J Cooper (JC) summarised the profit and loss accounts and informed members that the Association had made a profit of £3,774. JC invited questions and comments on the year's accounts. Prof L Burwitz enquired about the difference in the JSS Royalties and the Conference receipts compared to the previous year. JC explained that in the past, BASES had received two royalty payments in each financial ending on 31 January. However the new contract with T & F, the publishers of the JSS, meant that payments are now received once per year, at the year end on 31 March. The difference in the amounts of royalty payment for 1999 and 2000 had arisen following the amendment to the basis in which royalties were now being paid out to BASES. The Conference receipts for 1999 included a late second payment from the Ripon & York St John conference. JC also explained to members that the large increase in membership income from the previous year reflected not only an increase in total membership numbers but also the

release of a proportion of reserves held in the balance sheet. This was in line with the recommendations from the BASES accountants. JC also explained that the new accounting procedures meant that previous items of income and expenditure were now allocated to new categories within the profit and loss account. This followed a recommendation from the BASES accountants.

The Treasurer, AB, stated that members should be made aware of the following financial issues: -

- The new CPD officer appointment would reduce the association's working capital reserves over the next 12 months
- A strategic spend of the working capital would be made over the next 12 months in line with recommendations from the IR and the BASES accountants
- The annual grant from UK Sport would be cut by approximately 30% and that this shortfall would be reallocated to funding a discrete project for BASES in collaboration with the BOA and the UKSI
- Members providing professional services such as reviewing applications for accreditation and supervised experience should be financially remunerated in the future.

The Chairman proposed that the AGM accept the accounts for the year ending 31 March 2000. The proposal was unanimously accepted.

The Chairman formally thanked Mr A Borrie for his dedication to the role of BASES Treasurer.

20.4 BASES ANNUAL CONFERENCES

2001

The Chairman announced that the University of Wales, Newport had been successful in its bid to host the 2001 Conference and that the Conference Organiser was Dr Hilary Matheson. Further details on the conference would be included in the December newsletter. The dates for the conference were 4-7 September.

2001 Student Conference

The Chairman confirmed that a call for bids for the Student Conference would be included in the December newsletter.

2002

The Chairman informed members that the 2002 Conference would be linked with the Commonwealth Games in Manchester and the dates for the conference were 19-23 July. Prof Les Burwitz and Prof Ian Maynard would be the BASES representatives on the conference organising committees. Details of the conference would be included in the December newsletter.

2003

The Chairman referred to his letter that was sent to all members on 7 August regarding the 2003 conference. The venue for the conference would be Sheffield Hallam University. The conference would incorporate BASES and BASEM in association with the NSMI and the theme of the Conference would be 'Science and Medicine for the Sports Performer and Patient'.

Prof S Biddle asked if the BASES Conference Guidelines were finalised. The Chairman reported that these were now in place and were available from the BASES office.

20.5 HONORARIUMS PROPOSAL

The Chairman referred to the paper that was mailed to all members on the 7 August. The proposal for the Executive Committee to investigate the feasibility of paying honorariums for elected offices was considered and unanimously accepted.

20.6 ACCREDITATION AND SUPERVISED EXPERIENCE PROPOSALS

The Chairman referred to the paper that was mailed to all members on the 7 August. He outlined the proposals to amend the criteria for Accreditation and Supervised Experience and informed the members that the original proposals had been modified following receipt of comments made at the section AGM's. The Chairman explained that the member's choice was either to continue with the existing criteria or to accept the proposed new criteria. If the new criteria were accepted they would come into effect from 1st January 2001. Following some discussions on each of the proposed changes to the criteria, the majority vote was to accept all of the changes.

20.7 APPLIED PUBLICATION PROPOSAL

Dr S Rowell summarised her proposal for BASES to examine the feasibility of establishing an applied sport and exercise science publication. Prof L Burwitz asked if the proposed publication could include Learning and Teaching issues. Mr J Buckley asked if the publication would go out to tender to academic publishers. The Chairman explained that these issues would be investigated as part of the proposal to determine the feasibility of this publication. The proposal was put to a vote and accepted unanimously.

20.8 ELECTION OF OFFICERS

HONORARY SECRETARY

Dr A Smith informed members that Prof Ian Maynard had been re-elected as Honorary Secretary, gaining 125 votes and he welcomed him back onto the Executive.

HONORARY TREASURER

Mr A Borrie informed the members that no formal nominations had been received for the position of Honorary Treasurer. However Dr Valerie Cox and Dr Louis Passfield had both expressed an interest in this role. Mr W Andrews then nominated Dr Cox for the position of Honorary Treasurer. A vote took place and the members unanimously accepted the nomination of Dr Cox.

CHAIR HANDOVER

Dr A Smith welcomed Prof Neil Spurway and formally transferred the Chairman's role to him.

ANY OTHER BUSINESS:

Dr A Smith presented a fellowship certificate to Dr Roger Eston. He also informed members that the Executive Committee had approved Fellowships for Dr Jo Doust, Dr Jim Watkins and Prof Mahmoud El-Sayed. Since these members were not present at the AGM, their certificates would be awarded at the Annual dinner.

Dr R Eston requested that the Executive consider ways of improving the current BASES web site. Mr Cooper explained that a new website was in the process of being developed and would be online by the end of October.

Prof L Burwitz proposed a formal vote of thanks for the hard work and professionalism displayed by Dr Smith in his role as Chairman of BASES. The members overwhelmingly supported this.

20.9 DATE OF NEXT MEETING

To be scheduled during the next BASES Conference in September 2001 at University of Wales, Newport.