

BASES ANNUAL GENERAL MEETING
FRIDAY 5 SEPTEMBER 2003 AT 6.15PM
SHEFFIELD HALLAM UNIVERSITY

Attendance: please see attached list

1 Apologies:

R Bartlett, P Walder, C Mahoney, T Holder, J Graydon, M Nevill, N Armstrong, K Fox, S Rowell, N Fellows, C Harwood, A Dyer, G Peters, D Kerwin and A Burden.

2 Minutes of the previous meeting:

The Chair welcomed everyone to the meeting.

L Burwitz asked if honorarium payments for the Exec had been discussed. The Chair explained that due to financial restraints these would not be going ahead this year but agreed to revisit this issue when appropriate.

L Burwitz enquired about the Trading Subsidiary for the Association. The Chair said the Association would need to be in a solid financial status before this was taken on. At present the Association cannot take any financial hits and this was agreed to be investigated in the future.

The Chair informed the members that the Association had not received enough support for the ASES journal to go ahead. It may be a possibility for members to submit articles to BASES World as he felt members had quality-applied information to present. S Biddle suggested if proceeding with the ASES in the future to have the journal available electronically. The Exec agreed to investigate this.

3 Matters arising:

There were no matters arising.

4 BASES Annual Report:

Chairs report

The Chair summarised the Association's achievements over the last 12 months via a power point presentation. He also welcomed both C Palmer as the new Executive Officer and J Cooper, former Chief Executive Officer, to the AGM.

The Chair informed members that the Croxby Company had forwarded a proposal to produce a new "Performance" publication to focus on news and application stories about products and services used by sport and exercise scientists in their everyday work. This publication would be mailed out separately to BASES World and may be considered as an additional service for members. BASES would receive revenue through the mailing income. It was suggested that the publication could go through a trial period over the next 12 months.

Last year a MOC was signed between BASES, BASEM and ACPSM forming the Inter-Professional Forum chaired by Prof N Spurway. The Committee will continue to look at educational issues and promoting the continuing professional development of the organisations. It will also seek to present a co-ordinated view on behalf of the three organisations on public matters of mutual interest and perhaps hold a joint conference in the future.

The Chair notified everyone of the UKSI Strength & Conditioning project tender that had been won by BASES and M Jevon had been selected as the appropriate consultant. The report had been delivered but there was some disagreement between all parties, which BASES had rectified.

C Brewer is the BASES representative on the BASC Group (British Association of Strength & Conditioning) and will continue to report back to the Executive.

Treasurer report

V Cox gave an overview of the accounts and membership for the past 12 months via a powerpoint presentation.

Membership figures

Membership is continuing to increase and the Exec continue to work hard to ensure that the services provided to the membership have real value and meet the members' needs.

Annual Accounts

V Cox thanked J Bairstow for keeping the accounts up to date. V Cox reported that the Association planned to break even this year as we had stopped making a loss. Income had increased due to the major change of undertaking voluntary VAT registration to facilitate the contract based funding. However this had led to increases in accountancy costs but had a net financial benefit to the Association.

Income had been received from BASEM for a contract to fund the new part time admin assistant (S Rafiq) who will be working for BASEM/BASES. UK Sport will be continuing to provide support of £20k for 2003-2004. The biggest changes in expenditure were conferences, office expenses, newsletter, audit/legal fees and staff development.

R Eston stressed that the Exec should be paid for their services with a substantial rate for the Chair and suggested that mechanisms are put in place to find the funds for this in the future. One way could be to increase membership fees. A Borrie explained that the Association was in a fragile position and said the grant from UK Sport would eventually stop. It was a concern that the vast majority of funds were coming from sport and felt that the Association should seek exercise related income streams. A Taylor suggested linking more closely with the British Heart Foundation (BHF).

R Tong suggested moving the newsletter to an electronic version, which would be cheaper. N Mutrie suggested looking at developing the workshop programme and how to achieve profit through CPD. A Smith noted that conference income was going down and annual insurance was not shown on the accounts. He suggested looking at legal liabilities and listing reserves.

The annual accounts were approved by the members.

5 BASES Corporate Plan 2002 – 2007:

The Chair informed the members that the Exec had spent 2-3 days drafting a corporate plan and vision for the future of the Association. He explained the document had been sent out to all members and was available on the website for comments. He addressed the members for key points to take back to the Exec and move forward.

One of the main areas of concern was creating a different corporate structure to include sport, exercise & health and education. Such a structure may facilitate the ability to be more proactive in these areas at a strategic level (e.g., a number of issues arose in higher education, learning and teaching and HEFC funding).

S Biddle said the mission/vision would need the wording revising. A Smith asked to change the order to be alphabetical ie Education/Exercise & Health/Sport.

Action: To vote at the next Annual AGMs on a re-structuring proposal.

D Crone expressed concern that the issue of re-structuring was raised 18 months ago and was disappointed that it had not progressed. It was proposed to establish a working group to develop a proposal.

L Burwitz also expressed disappointment that a proposal was not available to vote on and would have like to have seen actions come out of this. He also enquired about the undergraduate degree programme that had been debated on for the last 5 years.

P Bromley expressed concern that Exercise & Health had not been developed and noticed that more Sport seemed to be a big feature in the newsletters and annual report. A Taylor also highlighted that there was only a limited focus in the annual report on Exercise and this needs addressing in the future.

A Borrie highlighted that any developed proposals of re-structuring would require a lot of detail and changes would need to go through the constitution. A Smith commented that the Exec were often hindered by the constitution and thought it was time to be more flexible/agile and dramatically make changes in their decisions. A Smith considered that abandoning sections and put in place divisions would be more beneficial for the Association.

A Smith suggested that a Corporate Governance Committee should be tasked with these issues and not the Exec. It was important to keep files established and records of debates as in the past this has not always occurred.

L Burwitz reported that the SSSC throughout the year had been quick and flexible and had dealt with projects effectively; with support from the Executive.

N Mutrie said she was worried about the technology approach in the new 'Performance' magazine and felt that a debate was required to see what went in the publication. C Williams said that this was not a BASES publication. L Burwitz said the publication could be useful for collaborations with other partnerships and recommended that Croxby do not go off alone with this new magazine.

Action: Members to email their issues/concerns to the BASES office for consideration.

6 World Class Guaranteed Accreditation:

A Jones gave a brief overview of the pilot phase project working in partnership with UKSI. A Jones was leading the project due to Tom Collinridge leaving UKSI. The Guidelines had been created and issues addressed with 15 individuals identified for the pilot scheme. Two awards were available - Practitioner and Sport Scientist.

The pilot scheme was launched in June and 3 applications had been received so far with an extension until end of October. A Jones will continue to update the membership.

7 UK Strength & Conditioning Project:

The Chair of the Association covered the item in his report.

Buddy Scheme Project:

M Jevon gave a brief overview of the project.

David Lasini/Scott Drawer, UKSI were leading on the project together with M Jevon as the BASES Consultant. M Jevon informed everyone that the project was very now complete, final reports had been submitted and was awaiting feedback.

Due to UKSI implications the project will not be extended for next year.

L Burwitz highlighted that it was important for the new Executive Officer to liaise with Liz Nicoll, UK Sport to maintain close relationships with BASES & UKSI.

8 BASES Annual Conference 2004:

The Chair raised the problem that our Annual Conferences were normally relatively expensive and that we were in competition with some exotic locations, which we could not match. It is therefore important that BASES need to think about what they are delivering and whether our material is relevant. Our members have the expertise to present their work and we need to look at a conference that will be cost effective and attractive to our members.

Members of the AGM offered the following suggestions and the Exec agreed to take their feedback on board for future conferences:

S Biddle – look at invited symposia and producing a symposia report, good keynotes, poster/free communications.

G Whyte – look at increasing numbers by pulling student/annual conference together.

N Mutrie – could tie in Accreditation/SE workshops to attract more members.

E Stevenson – need to look at timing if pulled together as some students may not have finished their research so unable to present.

A Borrie – need to think about members who are not in academia therefore broadening our concept of what we allow our members to present eg professional practice workshop.

L Burwitz – look at amending the conference guidelines, as they were not adhered to at this conference.

R Robson – could look at presenting the workshops that we have on our programme so that members have the chance to develop and learn at the same time.

R Davison – need to attract new faces i.e., our younger members – same members attending each year.

9 BASES Welfare Policy:

E Winter/ Z Knowles gave a brief overview on what the working group had achieved (leaflet tabled). The policy will be as transparent and open as possible and was a statutory requirement. Z Knowles informed the members the policy was available on the website for any comments.

J Bringer and K Russell were working on the workshop and training with the NSPCC and the group would like to launch in October 2003. BASES would need to elect a Lead Child Protection Officer, Counter Signatory and Tutors. All accredited and SE members will need to have this training by 2006 through the CRB and generic training programmes across sections will need to be covered.

E Winter formally thanked Z Knowles for leading on the project and everyone for their involvement and hard work.

10 LTSN representation:

RT gave a brief overview of his new role as the Learning and Teaching Support Network Representative and tabled a very informative leaflet (www.hlst.ltsn.ac.uk). He would continue to update members on future developments through the Education & Training Committee.

11 Election of Officers:

CW informed members that Prof Craig Mahoney would be the new Chairperson, Dr Val Cox would be staying on as the Treasurer and Prof Edward Winter would be the Secretary. CW apologised on behalf of C Mahoney for non-attendance at the meeting and due to the late timescale was unable to read out his resume.

Action: JB to place C Mahoney's information on the website.

The following section representatives were also elected:

| | |
|----------------------------------|---------------------|
| Biomechanics Section | |
| Chair | Dr Neil Fowler |
| Secretary | Ceri Diss |
| E & T Rep | Dr Adrian Burden |
| AFC Rep | Prof Roger Bartlett |
| Interdisciplinary Section | |
| Chair | Clive Brewer |
| Secretary | Mark Powell |
| E&T Rep | David Akroyd-Jones |
| AFC Rep | Prof Craig Mahoney |
| Physiology Section | |
| Chair | Dr Paul Bromley |
| Secretary | Dr Mike Price |
| E&T Rep | Dr Richard Godfrey |
| AFC Rep | Dr Garry Palmer |
| Psychology Section | |
| Chair | Prof Ian Maynard |
| Secretary | Dr Chris Harwood |
| E&T Rep | Allison Dyer |
| AFC Rep | Prof Nanette Mutrie |

It was noted that C Mahoney would need to be replaced as the ID AFC Section representative once the chairperson position took place but he would continue in this role up until then.

VC reported that there were 46 void votes from a total of 119 members who had voted out of a possible 1,800, which was very disappointing.

12 Any other business

The Chair informed the membership that he would be having discussions with Dr John Buckley on a new partnership between BASES and BACR and would update the members accordingly.

13 Date of next meeting – to be scheduled