



British Skydiving
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Member Development Committee (MDC)

Minutes of the meeting held on

Tuesday 1 November 2022 at 18:00

Virtual meeting via Microsoft Teams

Present:	Mark Bayada	-	Chair
	Mary Barrett	-	Vice Chair
	Kate Lindsley	-	(until 18.45)
	Rob Hartley	-	INED
	Adrian Bond		
In attendance:	Tony Butler	-	Chief Operating Officer (COO)
	Lise Moore	-	Secretary
	Jeff Montgomery	-	STO
	Liz Ashley	-	Editor, Skydive the Mag
	Craig Poxon	-	Chair of Council
	Liam Domin-Goddard	-	Communications Officer
	Nicola Hobday	-	Compliance Officer
Apologies:	Martin Soulsby		
	Alex Busby-Hicks		

The meeting was recorded to assist with minute-taking.

Some items were taken out of agenda order, but minutes are recorded in agenda order.

Item	Minute
33/22	<u>Declarations of Interest</u> Declarations of any conflict of interest would be taken at the relevant item.
34/22	<u>Minutes of the Previous Meeting</u> The minutes of the previous meeting held on 2 August had been circulated electronically before the meeting and agreed upon.
35/22	<u>Matters Arising</u> None
36/22	<u>MDC Budget</u> Lise gave a verbal report on the MDC budget and apologised that a detailed document was not in the folder ahead of the meeting. The only variation to the budget is the payments made on account for the AGM and Expo which we would not normally have done at this time of year. Most of the money spent will be recovered through exhibitors and sponsorship deals.
37/22	<u>Risk Register</u> This is the first time this has been discussed in an MDC meeting. Some of the identified risks related to the office and buildings and the COO stated that he and the Secretary-General would be responsible for those. Lise agreed that for future

meetings, the MDC risks would be taken out of the bigger document and added to the folder as a single document for ease of reference. Any future changes to the document could be altered on the larger document following the meeting.

Action: Lise

38/22

Report from Skills Coaching Roadshows Review Working Group

Mary Barratt spoke about her paper circulated before the meeting.

Council, at its last meeting, had accepted the proposal that Development Events replace the Skills Coaching Roadshows, with a go-live date of 21st November 2022 across digital and mag platforms.

The skills coaching working group had now met for the last time and has been formally closed.

A request for Development Event funding had been received from the collegiate and papers were circulated prior to the meeting. A question was asked about how the funding worked, and Mary gave a brief rundown of the process. It was agreed that this event is approved.

Mark suggested that a process needed to be agreed upon to approve any of the Development Event requests for funding now the working group had closed. Mark suggested that a member of the working group be the Development Events Coordinator with a member of staff to coordinate the paperwork.

Action: Mark, Tony, Lise, Liam, Mary

Mark then suggested that a request should be made for a volunteer to be the Development Event coordinator for the following year, and to avoid one person having total control of the events, Mark suggested that all requests for funding be approved by e-vote or brought to the committee at every meeting.

Mary Barratt agreed to volunteer to be the Development Event Coordinator.

39/22

Report from Coaching Structure Working Group

Martin Soulsby circulated his report prior to the meeting.

Lise informed the committee that the co-branding agreement has been signed.

40/22

Equality, Diversity, and Inclusivity Sub-Committee

Mary Barratt spoke at the meeting. Draft minutes of the previous meeting had been circulated prior to the meeting.

Nicola, Lise, and Mary were booked into a conference on the future of women in sport.

41/22

Communications to Members and Beyond

41.1 Skydive the Mag

The Editor spoke about the welcome page and an article to members which had been circulated prior to the meeting. She was informing the membership that she

would be standing down as the editor in February. A job description for the editor role would be going out with the member's survey.

At the last meeting, it had been reported that British Skydiving had an extended contract with Warners, however, since then, Warners had served notice by email that they would be ending the contract after the February magazine had been printed. Adrian had acknowledged receipt of that email but had gone back to Warners stating that it was not our understanding that they could do this as a 12-month extension had been agreed upon in June of the previous year.

It had been agreed that the future of the mag would be dependent on the results of a members survey which is due to take place in December, and the results of that survey put forward to the membership at the AGM.

Should February be the last issue of the printed magazine, the April Mag, whether digital or printed, could naturally be the one which could be dropped to ensure that we get it right with the June magazine.

Adrian has approached three companies should we need to go out to tender. Katie from Warners has indicated that she would be willing to work on our mag as a freelance contractor so it may be possible to produce the magazine internally.

A suggestion was made that MDC makes the decision that the printed mag in its current format is no longer viable and puts that to the membership, but it was considered that the option for a printed mag should still go to the members, although it was unlikely to be what the majority decision.

41.2 Digital Communications

Growth is continuing over all our social media platforms. Liam agreed to produce a report showing where growth is being recorded across the media platforms.

Action: Liam

42/22

Election

Lise informed the committee that the nomination site was open. The communications officer will be sending out reminders periodically to encourage candidates.

43/22

DZO-SIG Meeting

A DZO-SIG meeting will take place on Thursday 3rd November at 2 pm to talk about the proposed changes to the reaffiliation agreement for 2023. The draft has been circulated for DZOs to make their comments either before or at the meeting. It is the intention that Council will approve the reaffiliation form at the next Council meeting. No comments have been received so far.

A copy of the Complaints Policy has also been circulated for comment.

44/22

AGM / Expo update

Adrian spoke about his paper which was circulated prior to the meeting. Everything is progressing as expected, and the Communications Officer will be coming up with a communications plan for the event.



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Under the section for the next three years, Mary brought up that at the last MDC meeting, it was voted on and agreed that the AGM / Expo would not be held on the last weekend of January in the future as it clashes most years with ISC.

Adrian said that he would go back to the EMCC to reserve the 1st week in February for the next 3 years.

Action: Adrian

Lise asked if Adrian was looking at alternate venues for the future if the Orchard Hotel is not up to standard. Adrian stated that a link to their trip advisor will be included in the member's survey at the end of the weekend.

45/22 Any Other Business

Insurance

Mark Bayada spoke about problems some skydivers are having with getting insurance cover for when they travel abroad. Craig mentioned that Natasha Higman is looking into this issue and to see if there is anything that we can do to help members.

46/22 Dates of the Next Meeting

The next meeting will be on 21 February 2022 at 18.00 hrs

There being no further business, the meeting closed at 19.15 (1 hour 15 mins)

Action Summary

Item	Action	By
37/22	Put extract of the Risk Register into MDC folder for next meeting	Lise
38/22	Meeting to discuss Development Events working with the office	Mark/Lise/Tony/Mary/ Liam
41/22	Produce a report for digital communications growth	Liam
44//22	Reserve the 1 st week of February 2024 – 2026 for AGM / Expo at EMCC	Adrian