



ASA East Region
Minutes of the Management Board Meeting held
By Conference Call
10th December 2017

Present	Mrs Joan Wheeler (JW)	Chairman
	Mr Keith Belton (KB)	Finance Manager
	Elected Members	
	Mr Ian Mackenzie (IM)	ASA Sport Governing Board Representative
	Mr Tom Baster (TB)	
	Mr Ian Cotton (IC)	
	Mrs Gerry Metcalf (GM)	
	Mr Andy Morton (AM)	
	Mr Marcello Tontodonati (MT)	
	County Representatives	
	Mr Phil Pelling (PP)	Bedfordshire ASA
	Mr Paul Hayes (PH)	Essex County ASA
	Mrs Sheila Mackenzie (SMM)	Hertfordshire ASA
	Mr Stewart Murray (SM)	Norfolk County ASA and East Region President
	Mr David Robinson (DR)	Suffolk County ASA

Also present: Leanne Brace (LB), Regional Development Manager

17/70 Apologies for Absence

17/70.1 David Metcalf (DM), Vice-Chairman and ASA Sport Governing Board Substitute Representative, and Ian Knight (IK), Cambridgeshire ASA, both gave their apologies for being unable to attend the meeting.

17/70 Declarations of Conflict of Interest

17/70.1 KB declared a conflict of interest for the discussion about the Finance Manager post.

17/71 Conference Call

17/71.1 The Chairman thanked everyone for dialling into the conference call. It was explained

that the meeting was due to be held at the regional office, but the decision to not travel given the weather forecast for snow was taken primarily for the safety of the region's staff and volunteers. An alternative date would be agreed, to cover all the agenda items remaining, but a few urgent issues needed discussing via a conference call before that date.

17/72 Finance Manager

17/72.1 The term of office for the Finance Manager position had expired in November 2017. The Management Committee had agreed an extension of post until the 10th December 2017. After advertising the post through the monthly club update and the website, one nomination had been received from Keith Belton. The members of the board were in agreement to re-appoint Keith Belton as Finance Manager, until September 2020.

17/73 Rebranding

17/73.1 A report about the rebranding project had been circulated with the papers for the meeting. The board members were asked to agree the date of 1st January 2018 as the changeover date for the new branding. This was agreed. The proposals regarding letter headings were also agreed. As it was difficult to discuss the options via a conference call, all further details will be considered at the next meeting.

17/73.2 The Chairman reported that the regional website is currently hosted by Bluewave Media Ltd. The director of this company had recently passed away unexpectedly. JW confirmed that the regional staff had administrative access and were able to update the site as necessary. The MC will need to consider implications of the hosting of the site once the family's intentions regarding the future of Bluewave Media Ltd were known.

17/74 President Elect

17/74.1 The post of President Elect had been advertised on the website, and via the monthly club update. The region had received one nomination, in respect of Mr Chris Vinter. Dave Robinson spoke in support of the nomination by reporting that Chris has been the County Secretary for Suffolk County ASA for the past 3-4 years, and had recently been the Suffolk President. Members of the Board agreed to appoint Chris Vinter as President Elect. JW would contact Chris to confirm his appointment.

17/75 Date for the Rescheduled Board Meeting

17/75.1 The date to hold a rescheduled meeting was agreed as Sunday 7th January, at the Regional Office. An updated agenda would be circulated. The Chairman thanked members for joining the call and wished them a merry Christmas and happy New Year.