



## SCOTTISH ROWING BOARD MEETING

Strathclyde Park Watersports Centre, Motherwell  
9.45am – December 1, 2018

Attendees	Initial
Martin Claxton	MC
Caroline Parker	CP
Alistair Neill	AN
John Gill	JG
Elizabeth Mitchell	EM

In Attendance	Initial	
Amanda Cobb	AC	Scottish Rowing
Lee Boucher	LB	Scottish Rowing
Mark Senter	MS	Scottish Rowing
Carol Ann Ellis	CAE	Scottish Rowing
Lindsay MacKenzie	LM	sportscotland

Item	Topic
1.	<b>Welcome</b>  MC welcomed everyone to the meeting.
2.	<b>Apologies</b>  Apologies were received from Dot Roberts.
3.	<b>Declaration and Conflicts of Interest</b>  No additional conflicts of interest were declared.
4.	<b>Minutes of Previous Meeting and Matters arising</b>  Previous Minutes are still in the review process. AC advised the Board that she will circulate for approval as soon as possible.



<p><b>5.</b></p>	<p><b>FOR APPROVAL</b> <b>SRC Investment</b></p> <p><u>5.1 Crossfit &amp; Equipment Investment</u> AC previously circulated a paper recommending that SR reject the Crossfit proposal that is currently structured and continue with the investment plans previously tabled with a spend of £22,000 inclusive of VAT.</p> <p>Approved by the Board.</p> <p><u>5.2 Tank Investment</u> AC previously circulated a paper seeking approval to proceed with the restoration and recommissioning of the Rowing Tank at an estimated cost of £9,100 inclusive of VAT.</p> <p>Approved by the Board.</p>
<p><b>6.</b></p>	<p><b>FOR APPROVAL</b> <b>Scottish Championships</b></p> <p>LB presented the changes being implemented to the Scottish Championships to the Board outlining the vision, aims and implications of these changes. Approval of principals was requested.</p> <p>Approved by the Board and agreed that these changes should be communicated to Clubs by the Competition Strategy Group over the next few weeks.</p>
<p><b>7.</b></p>	<p><b>FOR DISCUSSION</b> <b>SCRA Meeting</b></p> <p>MC advised the meeting that he had attended a Scottish Coastal Rowing Association (“SCRA”) executive meeting where it was agreed that he would draft a Memorandum of Understanding setting out the principals of how SR and SCRA would work together.</p> <p>MC confirmed that he would draft the MoU and circulate to the Board and LM for review.</p>
<p><b>8.</b></p>	<p><b>FOR DISCUSSION</b> <b>Commonwealth Rowing Association</b></p> <p>MC advised the Board that SR is now a founding member of the CRA with DP elected as a member of its executive.</p>



<p><b>9.</b></p>	<p><b>FOR INFORMATION Governance Matters</b></p> <p><u>9.1 Safeguarding Updates</u> MS provided the Board with and update on an ongoing case and details of a new case that was recently brought to his attention.</p> <p>Both cases have been documented and will be monitored going forward.</p> <p><u>9.2 Equality</u> AC and CP advised the Board that they met to discuss the Equality Action Plan and agreed that they would feedback at the March 2019 Board meeting.</p>
<p><b>10.</b></p>	<p><b>FOR INFORMATION Race Entry System Update</b></p> <p>AC previously circulated a paper to the Board for information purposes and encouraged the Board to read.</p>
<p><b>11.</b></p>	<p><b>FOR INFORMATION SR Half Year Financial Report</b></p> <p>There were no issues to highlight and the Board had no questions.</p> <p>SRC information will be circulated separately.</p>
<p><b>12.</b></p>	<p><b>FOR INFORMATION Operational Reports</b></p> <p><u>12.1 COO Update</u> AC advised the Board that 2018 has been a busy year with much change to be managed but SR is in a good place moving in to next year.</p> <p><u>12.2 Annual Plan Dashboard</u> The Board advised that they were happy with the Annual Plan Dashboard.</p> <p><u>12.3 Coaching and Development Report</u> MS previously circulated the report and advised that there were no particular areas that need highlighting.</p>
<p><b>13.</b></p>	<p><b>AOCB</b></p> <p><u>13.1 The Glasgow Academy RC Application for Affiliation</u> Approved by the Board.</p>