

Joint meeting of the BTF Board of Directors and the Triathlon England Management Board
Minutes
Monday 22nd June 2020

Venue: Zoom Conference call

Time: 18.00- 19.15

Present:

BTF Board: Bill James (BJ) - Chair, Richard Ashton (RA), Dougie Cameron (DC), Debbie Clarke, (DC), Nicky Dick (ND), Sara Heath (SH), Helen Jenkins (HJ), Amar Melwani (AM), Andy Salmon (AS), Neil Saunders (NS), Greg Warnecke (GW).

Apologies: Paul Tanner

Present TEMB: Debbie Clarke (DC), Kevin Currell (KC), Duncan Hough (DH), Halima Khan (HK), Sally Lockyer (SL), Andy Salmon (AS), Tracey Semple (TS), Sarah Taylor-Hough (STH), Avi Tillu (AT), Steven Watmough (SW)

Apologies: Louise McFadzean

In attendance: Ian Howard (IH), Jamie Gordon (JG)
Mike Cavendish (MC), for Part 2 only

	Items	Responsible	When by
1	<p>BJ welcomed everyone to the meeting and advised that Paul Tanner had tendered his resignation as Chair of the Welsh Triathlon Board. At this time, it was unclear on the ramifications.</p> <p>Minutes of a meeting held on 8th June 2020</p> <p>The minutes had been previously circulated and subject to 3 minor amendments, were approved as an accurate record.</p>		
2	<p>Actions and Matters Arising</p> <p>AS confirmed that actions were complete.</p> <p>There were no other matters arising.</p>		
3	<p>Covid-19</p> <p>AS provided a verbal update. Downing Street had indicated that the Prime Minister was due to make a statement on Tuesday 23rd June</p>		

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	<p>which would authorise swim, bike, run events provided they complied with social distancing and hygiene requirements. He advised that preparations were underway to respond to such a statement if and when it occurs.</p>	AS	
4	<p>Finance</p> <p>Financial reports for both TE and BTF had been previously circulated. It was noted that membership retention for May was higher than anticipated but that it was too soon for this to be seen as a trend.</p> <p>Cash projections remained very healthy and it was agreed that there was still too much uncertainty to be making significant cost reduction measures.</p>		
5	<p>Diversity & Inclusion</p> <p>An updated Diversity & Inclusion policy had been previously circulated and subject to two amendments, was approved.</p> <p>HK advised that Triathlon Scotland and Welsh Triathlon had now accepted the standing invitation to join the TE Diversity & Inclusion Committee and it was agreed that this would now be the BTF Diversity & Inclusion Committee and Terms of Reference amended accordingly.</p> <p>HK also sought views on a range of questions and offered to follow up with education on this topic.</p>	AS AS HK	
6	<p>Commercial & Merchandise Update</p> <p>A report had been previously circulated.</p> <p>AM summarised the commercial partnerships position.</p> <p>The Board approved the proposal to appoint the BTF Merchandise contract to Scimitar for 2021-2024.</p>	AS	
7	<p>Triathlon Trust</p>		



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8	AOB None.		