

Joint meeting of the BTF Board of Directors and the Triathlon England Management Board

Minutes

Monday 3rd August 2020

Venue: Zoom Conference call

Time: 18.00- 19.00

Present:

BTF Board: Bill James (BJ) - Chair, Richard Ashton (RA), Debbie Clarke, (DEC), Nicky Dick (ND), Sara Heath (SH), Amar Melwani (AM), Parul Patel (PP), Greg Warnecke (GW).

Apologies: Dougie Cameron, Helen Jenkins, Neil Saunders, Andy Salmon

Present TEMB: Debbie Clarke (DEC), Kevin Currell (KC), Duncan Hough (DH), Halima Khan (HK), Louise McFadzean (LM), Tracey Sample (TS), Sarah Taylor-Hough (STH), Steven Watmough (SW)

Apologies: Avi Tillu, Sally Lockyer, Andy Salmon

In attendance: Ian Howard (IH)

	Items	Responsible	When by
1	<p>BJ welcomed everyone to the meeting.</p> <p>Minutes of a meeting held on 20th July 2020</p> <p>The minutes had been previously circulated and 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>Finance</p> <p>Audited accounts and a draft letter of representation had been previously circulated.</p> <p>3.1 To approve the Annual Accounts</p>		



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	<p>With the support of TEMB members, the BTF Board approved the audited accounts.</p> <p>3.2 To authorise Andy Salmon to sign the Letter of Representation</p> <p>AS was authorized to sign the letter.</p> <p>3.3 Board to satisfy itself that BTF is a Going Concern for at least the twelve-month period following the signing of the accounts.</p> <p>The Board satisfied itself that the company met criteria to be a Going Concern.</p>		
8	<p>AOB</p> <p>ND updated the Boards on the current situation regarding the 2020 European Championships in Tartu.</p>		