



**Minutes of Committee Meeting held at 3 East Fergus Place, Kirkcaldy  
Thursday 15 October 2009**

**Present:** George MacDonald (Chair), Alastair Robertson (Treasurer), Ken White (Secretary), Shona Irvine, Liz Anderson, Don Burns

- 1. Apologies:** Martin McGovern (Fife Police), Bill Hogg (Link Officer), Jennifer Mann, Duncan Zuill, Marilyn Livingston.

George welcomed everyone to his first meeting as Chairman.

- 2. Minutes of Previous Meeting/Matters Arising:**

The minutes of the meeting of 27 August were accepted as a true record, proposed by Alastair Robertson, seconded by Shona Irvine.

- 3. Reports**

- a) Chair** – George had identified two items that will need immediate attention namely the Constitution Change that was agreed at the AGM and areas of activity that need to be manned by members of the committee. On the first point the final sheet was passed round the committee members for signature and this will now be filed.

On the second point it was noted that during Dave Paton's absence for the coming year that Alastair will cover the Child Protection Issues and as such had arranged to attend a course. There was discussion on the other areas that still had to be filled but no resolution was found. This would be looked at in more detail at the next meeting.

- b) Secretary** – went through the correspondence received, again in two groups, one from SALSC and the other general correspondence. The SALSC Correspondence consisted mainly of two newsletters and confirmation of affiliation. The Secretary asked if he should forward the SALSC e-mails as they came in or wait until a meeting. It was agreed that only correspondence that needed action before the next meeting should be forwarded to the committee.

**Action KW**

Other correspondence was about web site queries, apologies, agreement on sponsorship, one from a Karate Club, Sports Tayside & Fife Coaching Festival and a Rugby e-zine. Ken asked Don Burns if he also received this as it was a lengthy document to forward.

Ken also reported that he had met Jen Henderson and enquired about the problem relating to the Badminton Club who had been displaced by the fire at Balwearie. She had agreed to look in to the situation and get back to Ken. George also raised concern that when the repairs took place the squash courts at Balwearie may be converted to classrooms. Liz Anderson commented that it appeared as though the insurance cover was insufficient to cover all of the damage and there was a likelihood that sports facilities may be removed.

b) **Treasurer** – The new Treasurer expressed concern that books had still not been handed over. George explained that the bank details were now up to date and he was now in a position to hand over the books to Alastair. There had been a problem in as much as there had been no statement received for August but George had visited the bank and the problem was now resolved. Currently the balance stood at £13,396.99.

George also reported that affiliation had been paid to SALSC and there were a number of cheques to be raised.

Alastair asked if all club affiliations had been paid. George reported that they were currently all up to date.

d) **Link Officer** – No report

e) **Awards** – Ken reported that all the sponsors with the exception of Adam Smith College and the Fife Free Press had responded. But all the arrangements were now in hand and the form calling for nominations for the Sports Personality of the Year was appearing in the Press.

There was some concern that Adam Smith College had not responded and Ken was asked to contact Helen.

**Action KW**

Ken also reported that there had been a letter in the Press regarding the Awards suggesting that the winners could possibly visit the schools to explain how they achieved their success. George asked Ken if he would forward the address so that he could write to the person. Liz also asked for the address as it was something that could be organised through the Active Schools.

**Action KW**

f) **Grants** – George reported that he had received only one questionnaire back from member organisations and was not quite sure how to proceed. Discussion followed and it was thought that the form for Fife Council Grants, included in the paper compiled by George and Bill, may be putting people off.

Don suggested that perhaps we should try to compile a list of what sort of grants may be available from the Sports Council. Following discussion on this it was agreed that George should arrange to meet with Don to come up with suggestions.

**Action GMacD/DB**

Ken was asked to e-mail members to find out what their ideas are in terms of what grants they would like, provided these do not clash with what is already available from Fife Council.

**Action KW**

Following further discussion regarding members applying for grants Shona agreed to look at a step by step approach.

**Action SI**

g) **Active Schools** – No Report

h) **Disability** – No Report

i) **Website** – George reported that he had met with Mark Bramwell and as he had suspected the KASC website was registered under American Football. Following the discussion with Mark this situation has now been resolved and the website is now a standalone site under the control of Kirkcaldy ASC. The necessary fees have been paid to UK Web Solutions and it now requires the whole web site to be uploaded

**Action SI**

Shona and George will finalise any work that needs to be done to ensure that the website is fully operational.

**Action GMacD/SI**

Shona reported on the e-mails received from Duncan Zuill but was not happy to receive an RSS feed as this will mean trawling the information to determine what is of interest to Kirkcaldy ASC.

- j) Other Reports** – George reported that we now had 28 current members. He further suggested that he should remain as Membership Secretary. Following a short discussion the committee agreed. George raised the point about new members and those members who are about to renew are entitled to a £10 voucher from ACA Sports. This had been mentioned some time ago and George was asked to speak to Alistair Cameron to ensure that this is still the case.

**Action GMacD**

- 4. AOCB** – Shona asked about putting photos on the web site of the Executive Committee and the Management Committee Members. Following a short discussion this was agreed.

**Action SI**

Alastair provided the committee with further information on the Child Protection Course he will attend.

Ken raised a point about an article in the Fife Free Press regarding the loss of premises for Kingdom Boxing club and what action the Sports Council should take. He tied it in to the problem facing the Badminton club trying to gain access to St. Andrews High School facilities on a Friday evening. Following a short discussion Ken agreed to contact Alex McGrow from Kingdom Boxing to find out the extent of the problem.

**Action KW**

- 5. Date of Next Meeting:** The next meeting will be held on Tuesday 24 November, Venue to be confirmed.

**Action KW**