

Minutes of the 39th Annual General Meeting of DSUK

The meeting opened via email discussion and website documents on 4th January 2019

Present at meeting:

Chris Sykes, Steven West, Lisa Hall, Eileen Knowles, Steve Howard, Andy Winspeare, Norman Whyte, Jill Kennedy, Kenneth McNaughton, Joanne Wiltshire, Kim Gardner, Nigel Davis, John Rosenfield, Shaun Murphy, Amanda Lees, Euan Ross, Alysha Atkinson, Paul Masters, Pauline Fairley, Neil Macfarlane, Fiona Fleming, Gordon Ritter, Jessica Brown, Shona Tate, Edd Jones, Claire Pimm, Gareth Roberts, Carmel Teusner, Mark Kelvin, Catherine Rose, Rachel Davies, Stephen Smaje, Keira Young, Jim Evans, Duncan Spink, Ed Hewison, Alina Rennie

1. APOLOGIES

None

2. Minutes of the 38th AGM

<http://www.disabilitysnowsport.org.uk/Downloads/38th-AGM/Minutes-of-the-38th-Annual-General-Meeting-of-DSUK.aspx>

3. Welcome from the CEO

<http://www.disabilitysnowsport.org.uk/Downloads/39th-AGM/CEO-Welcome-AGM-2018.aspx>

4. Chairman's Report

<http://www.disabilitysnowsport.org.uk/Downloads/39th-AGM/Chair-AGM-Report-2018.aspx>

5. Treasurers Report

DSUK Accounts

<http://www.disabilitysnowsport.org.uk/Downloads/39th-AGM/2017-DSUK-Signed-Accounts.aspx>

Financial Report

<http://www.disabilitysnowsport.org.uk/Downloads/39th-AGM/Finance-AGM-Report-2018.aspx>

5.1 Approval and adoption of accounts

The resolution is to approve and adopt the accounts.

- The resolution to approve and adopt the accounts was passed by majority vote

5.2 Appointment of Auditor

The resolution is to delegate the appointment of the auditors to the Trustees and allow them to determine their remuneration.

- The resolution to delegate responsibility to the Trustees to appoint the auditors and determine their remuneration was passed by majority vote

6. Annual Review

6.1 Snowsport Development Officer Report

<http://www.disabilitysnowsport.org.uk/Downloads/39th-AGM/Snowsport-AGM-Report-2018.aspx>

6.2 Fundraising Report

<http://www.disabilitysnowsport.org.uk/Downloads/39th-AGM/Fundraising-AGM-Report-2018.aspx>

6.2 British Parasnowsport Report

[http://www.disabilitysnowsport.org.uk/Downloads/39th-AGM/British-Parasnowsport-AGM-Report-2018-\(1\).aspx](http://www.disabilitysnowsport.org.uk/Downloads/39th-AGM/British-Parasnowsport-AGM-Report-2018-(1).aspx)

7. Retirement and Election of Executive Committee

During the census period 2008-2015 the Board has included 27% of people who are disabled or directly connected with people with disabilities.

The Board provides diversity of expertise supporting the governance of DSUK. This includes professional skills as well as experience with the beneficiary group and snowsport sector.

7.1 Proposal to re-elect Claire Pimm

Claire Pimm has been involved with DSUK since summer 2014 and has been a valuable asset in guiding marketing and publicity, particularly in the successful ParaSnowBall fundraising dinners. Claire is an experienced senior manager with professional expertise in communications, marketing, branding, public affairs and campaigning. She has nearly 20 years working in local and national government and in the charitable sector with extensive experience in all areas of communications. She is an experienced trustee and is passionate about making a difference

- Claire Pimm re-elected to the Board by majority vote

7.2 Trustee Retirement

Suzanne Higham has stepped down from the Board of Trustees and we're thankful for her time with us. We sincerely hope to continue to work with Suzanne in the future.

The membership is invited to join the Trustees and staff in offering a vote of thanks to Suzanne for her service to the charity.

- A majority vote of thanks was given by the members to Suzanne Higham

8 Any other business

On behalf of the staff and Trustees we would like to extend a vote of thanks for Fiona Young. Many have worked with her over the years and trustee Don McCutchan has written a few words below:

"In August 2018, we said "au revoir" to Fiona Young, who retired as Chief Executive of DSUK after 33 years of hands on involvement.

For Fi (as everyone knew her), DSUK was a passion not a job. She enjoyed a very personal involvement with everybody and everything the charity was about. During her tenure there was huge expansion of the charity and its activities. In particular, she oversaw the amalgamation of the Uphill Ski Club with other smaller organisations to create DSUK and the opening of a nationwide network of ski schools. Under her leadership the organisation moved to Glenmore and supervised a programme of "grass roots to podium" training.

In 2014, she was appointed OBE in recognition of her immense contribution to disabled sport.

To mark her retirement, a well-attended celebration was held at Cairngorm. Staff and Trustees presented Fi with a specially commissioned painting by her favourite local artist. We hope this will continue to remind her of the view from her office!

In the short term, Fi is looking forward to spending more time on the golf course. We hope however that she will be available in the longer term to take on specific projects for the organisation."

The membership is invited to join the Trustees and staff in offering a vote of thanks to Fiona for her service to the charity.

- A majority vote of thanks was given by the members to Fiona Young

Discussion 1

Norman Whyte – 9th January

It would appear total funds have dropped from £436,000 to £355,000. Is this liable to be a "one off"? Are there particular factors that applied particularly to 2017?

The funds are outflows of money that has been given to us, primarily from Trusts, who specify where the money is to be spent. Usually money is given to the charity and it is spent within the same year, but money can also be held at year end and spent at a later date. Note 18 on page 27 of the treasurer's report shows the flow of funds. For example, there was £14000 in the Agitos training camp fund at the end of September 2016 which was spent within 2017 and £18000 of grant income spent by the Scotland Local Group in 2017.

The decrease in funds is due to expenditure exceeding income in the year. Whether this is a one-off occurrence for this year will depend on the funding we receive in the coming years; We have just launched a new strategy that aims to increase funds received through fundraising activity along with increased activities.

Discussion 2

Steven West – 14th January

Firstly, I would like to thank Fiona for all her work for DSUK over the years and also her personal support to members, volunteers and staff of DSUK. I equally look forward to future developments led by Mark as the new CEO.

Looking at the new strategy, it is encouraging that communication forms a large component of it, as it recognises the need to foster engagement with members, current and potential supporters, as well as staff that are spread out all over the country and beyond.

One of the tools to achieve such an engagement was through the yearbook.

As there wasn't a yearbook produced last year can you advise if there will be a yearbook this year?

This question stems from two observations:

1. The Yearbook has always been a much-loved member benefit, a way to communicate with the existing members (particularly those who are not online), and a great way to introduce new members, volunteers and supporters to the wonderful work done by DSUK and the many varied ways it benefits its members.
2. Some important charity news of the past year is worthwhile disseminating to help raise the profile of the charity and ensure members are aware of those developments:
 - Fiona leaving after 35 years, Mark joining as the new CEO
 - British Parasnowsport (while managed by DSUK) securing fantastic results at the Paralympic Games and then leaving DSUK to become part of GB Snowsport – we could have celebrated the history and growth of the Paralympic Team while managed by DSUK
 - Celebrating the wonderful support of our supporters, fundraiser, trusts and grant funders, and corporate support (especially TUI/Crystal)
 - Not forgetting most importantly the many inspiring stories from the DSUK skiers and volunteers

The risks of not producing a yearbook would be:

- A sense from members that they are not reached out to by DSUK
- Inaccessibility: not all DSUK members are able to access

Internet-based information.

- Important news and developments are not known by members and the wider public as everyone does not use social media platforms and the website has not always been up to date.

Whilst the format of the yearbook can be reviewed to ensure accessibility and relevance, the question of its production (in whatever format) ought to be brought to the membership as it has always been a membership benefit.

Thank you for your question.

I'm pleased to hear that you welcome our new strategy, particularly our efforts to reenergise how we communicate. I can confirm that there are no plans to invest in producing a year book during 2019 and instead more regular communications have been planned in a number of formats.

As part of DSUK’s new communications plan, we have three dedicated Development Officers who will work closely with snowsport schools, members, volunteers, and skiers to capture and share our activity and impact. Our dedicated Development Officers will help us to form even better relationships across our organisation and as part of this we will be asking our stakeholders why, when, and how they would like to hear from us. This valuable feedback will be important in shaping future communications and I note and thank you for your observations.

For information I have included some specific activities from our communications plan below.

C2. Throughout the strategy period, DSUK will develop and push-out exciting, inspiring and accessible content in a variety of formats.

| Specific activity | Achieved by |
|---|--------------------|
| C2.1 By November 2018, DSUK will create one Facebook page, Instagram channel, YouTube channel, and Twitter feed. We will monitor engagement and our social media activity will be guided by our data. | November 2018 |
| C2.2 We will develop and launch a new, accessible website that is easily updateable by DSUK staff. | March 2019 |
| C2.3 We will equip instructors and ski school managers to capture content and upload it to social media channels, ensuring appropriate consent is given and recorded. | July 2019 |
| C2.4 DSUK will develop a ‘guide to adaptive skiing and snowboarding’. This will include information for disabled people who might be considering skiing or snowboarding and are not sure where to start. | October 2020 |

C3. Throughout the strategy period, DSUK will proactively communicate effectively with all staff, members, supporters, customers, and families.

| Specific activity | Achieved by |
|---|--------------------|
| C3.1 We will produce a quarterly update for staff that demonstrates how we are achieving progress against our strategy. | January 2019 |
| C3.2 DSUK will embrace the effective use of technology so that staff can communicate effectively with minimal need to allocate time and money to unnecessary travel. | November 2019 |

| | |
|--|-------------------------|
| <p>C3.3</p> <p>We will host an annual staff development get-together that provides an opportunity to meet in person and discuss strategic achievements and future goals.</p> | <p>October 2019</p> |
| <p>C3.4</p> <p>We will produce a quarterly newsletter for members and provide an opportunity for local groups to share their activities and updates with each other.</p> | <p>January 2020</p> |

I also note your point regarding the yearbook having previously been included as a member benefit. I'm pleased to confirm that we are also exploring our member benefits and will be engaging with all members on what benefits they value and what they would like to see more of.

Joanne Wiltshire – 14th January

Interesting question and response. I don't have Facebook, Twitter and Instagram. Will the pages be public so they can be seen by everyone? If not I suspect there are a few people like me out there who might be missing out.

I do use email, so if there is something important to see on Social Media, will there be an email prompt to look?

I'm pleased to confirm that our social media pages are public and will be primarily used to share stories and images of our skiers and to promote fundraising events. Important information will come out by email through quarterly newsletters and more frequent member bulletins for exceptional relevant topics. We will also be in touch with members to ask their preferred communication method and updating member's preferences to include post, email etc.

No more business was discussed.

The AGM closed at 15.00 on Monday 14th January 2019