**Lochgilphead Soccer Centre**

**Extraordinary General Meeting**

**7pm Monday 11 November 2019**

**Lochgilphead Joint Campus**

**Note of Meeting**

1. Attendance/ apologies

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| Attendance   * 1. Ben Tustin   2. Colin Gilmour   3. Craig Bruce   4. Fraser Knox   5. Jeni West   6. Karen Taylor   7. Kathy MacBrayne   8. Louisa Cameron   9. Martin Balkeen   10. Neil Beaton   11. Patrick Grey   12. Robert Wallace   13. Stuart Green | Apologies   * 1. Jennifer Weir   2. Danielle Young   3. Ben Rusden   4. Lizzie Rose   5. Christine Todd   6. Katie MacKenzie   7. Lewis Peacock |

1. Note of AGM 11 November 2019; agreed as an accurate record.
2. Election of Office Bearers
   1. Treasurer – Kathryn MacBrayne
   2. Club Secretary – Ben Tustin
   3. Member Secretary – Danielle Young
   4. Minute Secretary – Shannon Mehaffey
   5. Festivals Coordinators – Bryan Crawford and Katy MacKenzie
   6. Purchasing Coordinator – Christine Todd
   7. Quality Mark Coordinator – Stuart Green
   8. Friday Night Coordinator - vacant
   9. Publicity Officer - vacant
   10. Team Secretary (one for each team/age group) – to support Member Secretary. Pilot with Patrick Grey for 2012s.

The Chair was satisfied that LSC has met the requirements of its constitution and concluded the businesses of the EGM.

1. AOB - none

**Steering Group Meeting**

1. Findings of Customer Survey

The group review the summary version of the findings of the survey.

**Action 1** agreed to post on the website and promote through the Facebook site for respondents to read.

1. Team Registrations with SYFA

The Lochgilphead Soccer Centre successfully completed its annual re-registration with the SYFA and there is now a requirement to complete the following squad re-registrations before 07 February. **Action 2 –** coaches of primary age squad teams are urged as a priority to secure a coach (with minimum 1.2 qualification), first aider and a team secretary (all must have a SYFA PVG) and complete their registrations before 07 February. Contact Ben Tustin for assistance.

* 2008s – Bryan Crawford
* 2009/10s – Colin Gilmour/ Jeni West
* 2011s – Stuart Green
* 2012s – Craig Bruce

It was agreed to register the following who are now bound by a time limit to re-register.

* 2013s – Jeni West/ Karen Taylor
* 2014s – Fraser Know/ Lewis Anderson

1. Training requirements

Stuart shared a spreadsheet of volunteer’s level of qualifications and will use this to **Action 3** agree with Martin Rae a training programme going forward.

**Action 4;** there is also a requirement to arrange First Aid training as soon as possible for all volunteers and open up to all parents.

1. LSC Awards 2020

Based on the feedback from the customer survey, it was agreed not to continue with the annual awards as they have the last 4 years and instead move to a ‘fun day’. **Action 5;** a sub group of the following agreed to meet and bring back their proposals on what the fun day to be scheduled for June could entail;

* Colin Gilmour
* Fraser Knox
* Karen Taylor
* Kathryn MacBrayne

1. Retaining Status as a Coerver Partner Club

Stuart fed back the positive response from Coerver regarding amending the service to allow a more targeted approach that was affordable to the LSC whilst maintaining status as a partner club. **Action 6;** Stuart will circulate a suggestion on what this could look like before submitting to Coerver to consider.

1. Festivals

**Action 7;** Colin highlighted of an existing provision called ‘festival finders’ which allows clubs to see at a glance what festivals are when and will circulate the link.

1. 25th Anniversary – consider activity for 2020; no actions.
2. Hosting Benfica Training (Coerver)

**Action 9;** subject to securing Coerver Partner Club Status, Stuart will ask the new Membership Secretary to survey for likely up take up bearing in mind the fee involved for parents.

1. Change name of Soccer Centre to Red Star – to be continued as an agenda item.
2. Financial Planning Sub Group (temporary) – Establish Sub Group to Explore and Agree with wider group

* Membership Fees
* External Funding
* What LSC funds e.g. training strips/ match strips/ festivals etc

Membership of the group is Jeni West/ Kathryn MacBrayne/ Neil Beaton and Stuart Green. Stuart will ask the funding officer and membership secretary if they wish to join.

**Action 10;** this group will bring back to the committee options and a recommendation for a new charging regime to take effect from August 2020.

1. Next meeting is 09 March 2020.
2. AOB
   1. Query on funding for squads to attend festivals and this will be considered the Financial Planning Sub Group.
   2. For next meeting consider developing protocol for coaches for maintaining a positive protocol.