

Meeting of the BTF Board of Directors

Minutes

Tuesday 22 August 2023



Venue: via Zoom Conference Call

Time: 17:00 – 17:30

Present:

BTF Board: Bill James (BJ) – Chair, Debbie Clarke (DEC), Richard Ashton (RA), Sara Heath (SH), Gavin Calder (GC), Vicki Holland (VH)

Apologies: Martin Kitchener (MK), Neil Saunders (NS), Sameer Pabari (SP), Ian Howard (IH)

In attendance: Edwina McDowall (EM)

	Items	Responsible	Timings
	<p>INTRODUCTION</p> <p>BJ welcomed everyone to the meeting and confirmed that it was quorate.</p> <p>The sole purpose of the meeting was to brief the Board regarding the resignation of Andy Salmon (AS) and proposed next steps.</p> <p>1.1 Apologies for absence</p> <p>Martin Kitchener, Neil Saunders, Sameer Pabari, Ian Howard sent their apologies. Andy Salmon was also absent, given the subject matter of the discussion.</p>		
	<p>TOPICS FOR DISCUSSION AND/OR DECISIONS</p> <p>2.1 Resignation of AS</p> <p>BJ briefed board members on the news of AS’s resignation, where he is going, and proposed timescales.</p> <p>BJ explained he had spent the day in Loughborough briefing the exec, staff, recording videos for staff, athletes, performance support, and some 1-2-1s with exec members. There was some surprise, lots of sadness, but overall the response was measured and calm. At present, there do not appear to be any issues but will be monitoring this.</p> <p>BJ outlined the proposed recruitment process, and the alignment between BTF and TE. We don’t believe we are sufficiently resourced internally to run the recruitment process, therefore the proposal is for Kirsten to project manage, with an external recruitment agent to be appointed. The hope is that David Sales / First Ascent will run the Assessment Centre. Timescales were outlined. There was some Board</p>		

Meeting of the BTF Board of Directors

Minutes

Tuesday 22 August 2023



	<p>discussion about timelines, with some board members expressing this may be too quick, others that it should progress more rapidly. No concerns were raised about the process. The early part would be led by BTF and TE, with the inclusion of board level (preferably chair) of WT and TS at the Assessment Centre stage. GC welcomed this, and felt he could add value having been involved in the Assessment Centre for the recruitment of AS.</p> <p>In conclusion, the recruitment brief would be shared with the board over the next few days to secure support to proceed as rapidly as possible. Responses would be requested by 31 August, with non-responses taken as support.</p> <p>It was reiterated that the news of AS's resignation was embargoed until 10am the following morning.</p> <p>BJ thanked everyone for attending the meeting.</p>		
	<p>CLOSE</p> <p>3.1 AOB</p> <p>There was no other business.</p>		