



## **ENGLISH LACROSSE ASSOCIATION Ltd.**

Minutes of the English Lacrosse Association Ltd. Board held 4pm on Monday 6<sup>th</sup> September 2021 via TEAMS conference call.

Present: Hannah Bowe (HB) Chair, Nikki De Kretser (NK), Mark Coups (MC) CEO, John Neal (JN), Susan Gordon (SG), Michael Estill (ME), Prashant Jobanputra (PJ), Gavin Devine (GD), Jane McCarthy (JM), Will Evans (WE), Neil Edgar (NE) Ex-Officio, and Paul Coups (PC) Ex-Officio (minutes).

### **Section 1: Routine Business Matters**

#### **1. Apologies for Absence**

Chrissie Owens (CO), Hamish McInnes (HM), Natasha Dangerfield (ND) President,

#### **2. Conflict of Interest Declarations**

JM (The Lacrosse Foundation and Senior England Men's Squad).

#### **3. Minutes of the Last Meeting**

The minutes of the ELA Board Meeting 4<sup>th</sup> May were approved as a true record (Proposed SG, seconded GD).

#### **4. Matters Arising**

- HB congratulated JN on the success of "The Hundred" and to WE for the performances of Triathlon at the Tokyo Olympics.
- MC highlighted the board decision to amend membership and affiliation fees structure, which was detailed in item 9 of the May board meeting and thanked everyone for the offline discussion supporting the direction.

#### **5. CEO Report, Action Log and Sub-Committee Reports**

MC tabled papers 2 and 3 for discussion.

In addition to the circulated papers and emails, MC highlighted the following additional information.

- EL has been supporting Sanjay Saithe with Covid 19 issues.
- The Medical panel has met and discussed the ongoing messages around Covid 19 to ensure clarity and responsibility is the central message as lacrosse restarts, MC thanked GD for his continued support and attendance on behalf of the board. The board supported the approach taken.
- MC thanked all who had contributed to the Sport England investment submission, identifying that an organisation review to meet Business Plan and Sport England outcomes should be tabled for consideration by February 2022 board.
- MC also thanked all who had contributed to the success of "The Fly", adding that EL has now piloted a new asset which can be taken forward. MC highlighted that the dates for 2022 have been set for the bank holiday weekend at the start of June.
- MC reviewed the extensive additions to the international calendar outlining the need for elite prioritisation as the National Squads move into a significantly more congested framework, adding the board will be required to review proposals at the December board.

## **6. Risk Matrix**

MC tabled paper 4.

MC highlighted that key risks are being addressed with Covid 19 restrictions easing and Sport England funding being worked through.

## **7. RemCom**

NK summarised the work of RemCom since the last meeting highlighting:

- increased resource into the Talent Pathway,
- meetings are now to be each quarter,
- October meeting will begin to look at an organisation review alongside consideration of a staff uplift processes and additional recruitment to meet the needs of the organisational outcomes,
- NK will be stepping down as Remcom Chair at the October AGM to be replaced by SG
- a thanks to all involved.

SG added to the report highlighting work by Remcom on supporting current staff issues and other grievances.

The Chair thanked NK for all she had done as Remcom chair.

## **Section 2: Finance**

### **8. Q1 Financials and Cash Flow**

NE tabled paper 5.

NE highlighting the following key points.

- The Fly will be taken in Q2,
- FE expansion in Q1,
- Camps ahead of budget,
- U13 Talent ahead of budget,
- NE is predicting for EL to be on budget and in a favourable position,
- Year-end will be a 4+1 position as regards Sport England investment, adding that 2020-21 has been signed off.
- Summer lacrosse came under expectations and will require the 2<sup>nd</sup> year to assess its viability.
- Cash flow should remain positive.

ME added that the balance sheet is positive which provides a firm base for EL.

HB thanked NE and the work of FARC.

### **9. Audit report and management letter 2020/21**

NE tabled papers 6 and 7.

NE reported a very positive process with Beevers and Struthers, adding that SE identifying EL as a "Strategic Partner" had assisted the enhanced discussions as regards EL as a going concern.

The board undertook a brief discussion reviewing the impact of Covid 19 on the process to appoint auditors. The board approved the decision to postpone the tendering process to appoint auditors until after the 2022 audit, retaining Beevers and Struthers for the 2021-22 audit given the extensive work involved and understanding gained over this period. This will be detailed to the membership at the AGM.

The ELA Ltd. Audited Accounts 2020-21 were proposed by ME, seconded by PJ and approved the board.

### **Actions**

- NE to send HB 2021-22 Audited accounts for signing.
- NE to instigate a tendering process for the appointment of auditors ahead of AGM 2022 post audit April 2022.

## **Section 3: Key Strategic Business**

### **10. Review of the Sport England Investment Submission**

ME reviewed the SE submission and noted the support provided by SE during the process  
MC echoed the points made highlighting the collaborative nature of the process.

The board undertook a brief discussion on the submission on the new opportunities and challenges that may arise from the continued support.

#### **Action**

- MC to follow up with CR on comms

## **Section 4: ELA Ltd. Annual General Meeting 2021**

### **11. AGM 2021 Agenda**

MC tabled paper 8.  
Proposed JM, seconded WE, approved by the board.

### **12. Articles and Bye Law Amendments 2021**

MC tabled paper 9.  
Proposed SG and seconded HB, approved by the board.

### **13. Annual Report 2020-21**

MC tabled paper 10.

PC highlighted feedback from JM which will be addressed prior to circulation.  
Proposed JM, seconded NK, approved by the board subject to identified alterations.

#### **Action**

PC to highlight changes to CR.

### **14. AGM Elections 2021**

MC outlined that NK and ME as Elected Non-Executive Directors will need to undertake a vote in at the AGM 2021 to continue for another 3 year period. Proposers and seconders are in place which will be circulated alongside CV's to the membership.

#### **AOB**

- MC highlighted the following additional points in relation to the AGM:
  - HM will be stepping down from the board at the AGM having reached his maximum term of INED.
  - an "All Game" webinar will be delivered ahead of the AGM on the 23<sup>rd</sup> of September.
  - EL will use "Election Buddy" to support the AGM voting process. AGM 2020 used the system for the first time.
- MC identified the success of England Women's and Men's at the inaugural Home International 6's, however highlighted the lack of medals or trophies for the participating squads. MC suggested a congratulatory message from the Chair in addition to a commemorative item.
- NK enquired as to the key points from the Board Effectiveness review highlighted in the SE submission, PC outlined this will be circulated following him meeting with HB.

#### **Actions**

- MC to coordinate Home International successes
- PC to meet with HB to confirm Board Effectiveness summary

HB thanked the board for their work closing the meeting at 17.27

**Dates for 2021**

Tuesday 21<sup>st</sup> September (Board and Staff social)

Sunday 10<sup>th</sup> October

Tuesday 7<sup>th</sup> December

**Distribution:** Hannah Bowe, Mark Coups, Prashant Jobanputra, Hamish McInnes, Gavin Devine, Michael Estill, Nikki De Kretser, Jane McCarthy, Susan Gordon, Will Evans, John Neal and Chrissie Owens.

Cc: Natasha Dangerfield, Neil Edgar.