



THE REFEREES' ASSOCIATION

**Board Meeting Minutes. Sunday 3rd February 2008
Head Office, Coventry. 9:15 a.m. to 1.00p.m.**

156. Present

Richard Blackman (Chairman), Nigel Genner (Vice Chairman), John Harden (Treasurer - left during 161)
Neville Cathcart, Ray Mallery, Pedr McMullen,
Alan Poulain, Arthur Smith (Head of Operations)

157. Chairman's Opening Remarks.

The Chairman opened the meeting welcoming Board members to the first meeting of the new calendar year and informed members that, at the RAE Board meeting held the previous day, John Harden did not seek appointment to the Board and that he is being replaced by Ian Davies.

158. Apologies

Ian Davies

159. Minutes of the RA Board Meeting of 25th November 2007

The minutes were agreed and signed as a true and correct record.

160. Matters arising not covered elsewhere on the agenda

None

161. Treasurer's Report

161.1 Monitoring and Profit and Loss account to 31st December were distributed, considered and accepted by the Board

161.2 The loss of £7,646 last financial year included the repayment of VAT, payment for the last edition of "Refereeing Today" and the investment in the new website, none of which will be repeated this financial year. Finances are in line with budget and it is predicted that the accounts will show a small surplus at the end of the current financial year.

At this point the retiring Treasurer left the meeting having been thanked for his work on the RA Board over previous years.

161.3 January month end membership figures were discussed and NC questioned what the RAE was doing to halt the decline in membership. The RAE Board, at their meeting the previous day had agreed to implement an incentive scheme that would seek to encourage trainee / newly qualified referees to join and a Helpline would be trialled.

162. Report from the Head of Operations

162.1 John Starkey (RAE Board member) was thanked for assisting at Head Office and Board members were thanked for assisting with the production of minutes whilst we were short of staff.

163. Committee reports and proposals – Areas of responsibility and business activities

163.1 Head Office

163.1.1 Josephine Clarke has left her part time position. Following interviews for a replacement part time Administration Assistant, the Board endorsed Head Office Committee proposal to employ Karen Vince, commencing Monday 11th February 2008.

163.1.2 Staff salaries were reviewed; recommendations were made and approved by the Board

163.1.3 General Health & Safety is ongoing and must always be under review. PAT testing has been arranged and will take place in March.

163.1.4 The Board was updated on alternative accommodation and advised that discussions were ongoing.

163.1.5 It was unanimously agreed that the job title "Head of Operations", will be replaced with the job title "General Secretary" with immediate effect. The Board were informed of correspondence received from some CRA Secretaries and the Chairman will write to them.

CRA and ABS Secretaries are requested to note this change

163.2 Commercial

163.2.1 The RA Shop website had not been fully operational over the Christmas period. The problems have been resolved but investigations are continuing to identify a long term solution.

163.2.2 The main website is being continually updated with news items and is currently operating satisfactorily. ABS Secretaries have access to update Society records and do not need to request to have this information amended.

ABS secretaries are requested to update their own society details

163.2.3 A thorough review of the supplies operation had been carried out by AP and he had identified that the cost of the free postage and packaging offered to members, over the past nine months, was in excess of £12,000 which had adversely affected the profitability of our supplies operation. It is anticipated that in the course of the next three months, this will increase to around £15,000 for the financial year and is therefore a loss within the accounts of the Association.

The Board noted that all of our kit competitors charge for postage (generally £2.50 - £3) and sell their comparative products at higher prices. The Board approved the recommendation to reintroduce postage and packaging charges from 1st April 2008, except for orders placed by societies in excess of £75, which will continue to be supplied with no delivery charge. A new brochure will be issued and will include this change.

163.2.4 We have recently received a commission payment from one of our business partners, Dave Skirrow (who supplies competitively priced high quality new and second hand cars) on the first sale to a member (from the RAW). The Board agreed to send 25% of the value of all commissions received to the members' society. Societies are asked to promote our business partner (who can be contacted via the RA website) to their members so that the RA and local ABSs can benefit when sales occur.

All secretaries are encouraged to advise their membership

163.3 Group Personal Accident Insurance Scheme

163.3.1 A meeting will be held with our insurers prior to conference to review the policy and look at member benefits.

163.3.2 It was agreed that a claims history would be requested.

163.3.3 Societies are reminded that this is principally a 'Personal Accident Insurance Policy' and not an 'All risks insurance policy'.

All secretaries are encouraged to advise their membership

163.4 Magazine and Publications

163.4.1 The December issue of "Refereeing" magazine has been well received. The April 2008 issue will include details of our Centenary Conference and the RAE Eve of Final Rally. Julian Carosi has recently resigned from the editorial team and the Board thank Julian for the tremendous amount of work that he has undertaken producing and collating articles for the magazine. Concern was expressed that due to the loss of Julian Carosi from the editorial team, we would be unable to achieve the deadline for the production of articles and this is being discussed with the editorial team by Len Randall.

163.4.2 The "Don't stand alone leaflet" is being revised and will be ready for circulation shortly.

163.4.3 A new Supplies Brochure will be ready for circulation shortly (see minute 163.2.3)

163.4.4 The RAE News Digest is being very well received with many ABSs reproducing it in their society magazines.

RAE ABS Secretaries are encouraged to distribute the digest to their members

163.5 Quiz

163.5.1 The Quiz final, will be held on Sunday 27th April 2008 at the Stonebridge Manor Hotel, Coventry.

163.6 RA Grand Draw

163.6.1 Tickets for the 2008 draw were distributed to the 3 NRAs at the November RA Board meeting and have subsequently been distributed to CRAs and to ABSs. Additional tickets are available from the Promoter on request.

The Board wish to encourage members of every ABS to participate in this fund raising activity by selling draw tickets to family and friends because the draw

1. Gives the opportunity to win 1 of 55 cash prizes ranging from £5,000 to £50. The chance of winning a cash prize is approximately 1 in 650. Lower odds than at anytime in the past
2. Generates Income for the Association
3. Helps to keep membership subscriptions as low as possible
4. Earns ABSs 50% cash back on ticket sales.

There is a potential sales force of over 12,000 members throughout the 3 National Associations and if every member sold just 1 book of tickets we would increase the retained profit for the RA to almost £20,000 which would enable the Board to

Vice Chairman Nigel Genner
Treasurer Alan Poulain

166. Appointment of Committees responsible for business activities

Head Office	NG, ID & RM
Commercial	ID
Supplies & Website	AP
Group Personal Accident Insurance	ID & RM
Magazines and Publications	RB & AP
Quiz	NG
RA Draw	RB & PM
Overseas Associate Members	RM

167. Any Other Business

None

168. Date Time and Venue of Next Meetings

169.1 The next Board meeting will be held at Head Office on Sunday 27th April 2008 starting at 9.15 am

169.2 The RA AGM will be held on Saturday 26th April 2008 starting at 6.30PM

169.3 Future Board meetings will be held on Sunday 14th September & Sunday 30th November at Head Office.

169.4 Accommodation for future meetings has been booked at The Stonebridge Manor Hotel, Coventry.

169. Close of Meeting

The Chairman thanked Board Members for their participation in a very productive and efficient meeting and wished everyone a safe journey home.

Signed: (Chairman)

Date: