



Summary Minutes of ExCom Meeting held on 5th February 2019 at Reading RFC

Present: SB, PL, JR, NC

1. Apologies

GK, GP

2. Minutes of last meeting and actions arising

YMO programme

Productive meeting between JR/DM and RFU team (CH, RD, NMc)

10x attendees for ERRAL2 course in Feb half-term

JR signposting junior events for YMOs

Rams RFC have agreed to host event on 13/04, with a training session in the morning, followed by Rams' last home league game (Gwyn-Francis room has been reserved for the YMOs)

JR

CRefCs

JR working with CH.

Potential candidates ID'd in most clubs, though limited coverage in West Berks

JR to provide PL with details, for upcoming report at CB meeting

JR, CH

JR, PL

Female MOs

Some female (Y)MO candidates identified - DM managing

RFU (NMc/RD/CH) to coordinate an event on 16/04 at Reading RFC, before the April RefSoc meeting (which attendees would then be welcome to join, if they wish)

DM
RFU

CMODs

CH to be involved in delivery of all future CMODs (RFU decision to better leverage salaried staff, as a part of cost-cutting)

RFU

Video footage

SB/JR to finalise & circulate documented protocol

SB/JR

Yo-Yo levels

Following review, mandated L8 level revised to 14.3 (originally set at 14.5), L6 & L7 targets to remain as previously agreed (15.5 & 15.1 respectively)

O/S Action - Match fees/expenses modelling

GK to complete modelling of income/costs

GK

Re-appointments mobile

RF has obtained a replacement handset (from Roger Naish) for the 'Reappointments mobile'

O/S Action - Informal MOD opportunities

DL/JR to action drafting of 'guidance document'

DL

O/S Action - Rugby Tonight

GK to investigate with BT Sport - JR to follow up

GK, JR

3. Chairman (PL)

RFU insurer meeting

No progress since last month - DL maintaining a watching brief and feedback to ExCom.

DL

4. ExCom working to end of 2018/19 season

Per PL/NC review of Company Articles, no requirement to replace temporarily 'absent' Director (even if Chair); nor any constitutional need for a Vice-Chair.

Agreed ExCom actions:

1. Unanimous agreement that GP be given whatever time & space he needs, on a 'leave of absence' (his resignation being neither wanted nor required – see above)
2. Rotating chairmanship of meetings (both Cttee & Society), as initiated by GP, to be maintained to end of season*
 - JR to chair 19/02 Society meeting
 - GK to chair 05/03 ExCom meeting
3. Responsibilities – Discipline (CP) to report in to PL until end of season* - PL to tell CP
4. Communication
 - i. internal comms - members to contact 'most appropriate' ExCom officer, depending on nature of issue, or Secretary as a default, if not clear
 - ii. external comms – all contact that would normally be routed through the Chair to be routed to the Secretary, who will then redirect as appropriate
 - NC to advise/manage Federation & RFRU
 - PL to manage CB

ExCom

PL

NC
PL
NC

NC to communicate this to membership, once ExCom have had opportunity to advise their FullCom DRs (within next 48hrs, ideally)

GP's coaching responsibilities

- Dan White to be coached by Roger Naish
- JR happy to 'freelance', with input from various sources

NB – highlights need to train-up additional ref-coaches, up to L5 requirement – SB to discuss with DL

SB, DL

Planning for AGM – agenda point for next ExCom meeting

ExCom

Schedule of future Committee meetings (to ensure quorum present):

- March (ExCom) – Tuesday 5th
- April (FullCom) – Tuesday 9th (rescheduled)
- May (ExCom) – Tuesday 14th (rescheduled - NC to check GK's availability)
(NB - alternate date of Tues 30/04 for May ExCom, if Grading meeting cannot be moved)

NC/GK

*assuming GP does not return before then

5. Secretary

Website

Dave Elliott managing transition of website to new hosting platform and movement of mgmt back 'in-house'. Invoice for new hosting with GK for payment

GK

2019 Law Books

Awaiting delivery of hard copies from RFU - NC to maintain/review requests from members for copies

NC

6. AOB

Junior exchanges

L9 exchanges established with Kent RefSoc – SB/RF to manage

SB/RF

NC to send out minutes, publish summary minutes on website and agree agenda for next meeting

NC

There being no other business, the meeting closed at 21:41

The next Committee meeting is scheduled for the ExCom on Tuesday 5th March - NC to circulate Agenda in advance.

NC