**Agenda Zoom Call 1st September 25**

Start 7.15pm – End 10.00pm

M Hendry , K Marks, H Larkham, A Wilson, K Murdoch, K Marshall

D Boddison

**Suggestion Scheme** - Nothing received

**Incident Reports**

What is the procedure for keeping track of reports. The Secretary monitors the spreadsheet and forwards items to the committee and/or relevant working parties.

**Treasurers Report**

Outdoor Champs Finances. Results are a lot better than last year. Main overspend was due to having to hire another First Air Company at the last moment due to SSGL not turning up. Donna to look at recovering funds through the legal route.

Donna to look into deleting expires signatures from the BFA Bank account and added current committee members

**Lights –** No issues 2 sets booked for the Indoor Champs.

**Show Secretary** – Nothing to report

**Awards Secretary** – Nothing to report

**Media Team**

Everything running smoothly. Lots of positive feedback regarding all the media coverage of the Outdoor Champs. Plans for Indoor champs, who is attending.

**Membership Secretary**

Everything running smoothly. Megan \*\*\*\*\* from Relentless is now on board.

**Stats Team –** Nothing to report.

**SafeGuarding Team –** 1 safeguarding report received. Also working on updating the BFA’s Safeguarding policy.

**Height Cards** – Height Card list is now up to date and uploaded to the website. Karen to design new form for Measuring Officials to use. Send first draft to Judges Board for there input.

**Vets Team –** Only one of them attending the Indoor Champs. Shopping list to replenish supplies used at the Outdoor Champs. Plus additional items the Vets team feel are needed.

**Young Members Coaches**

Planning activities for the Indoor Championships.

**Data Protection GDPR -** will provide update at the next meeting.

Box Working Party – We discussed the goals and aims of this working party. Set a clear guidelines and goals. Kelly will communicate this with the working party.

**Music Licence –** Donna to narrative for the committee to review and we will then communicate with Tournament Organisers and Team Captains.

**Sage Accountancy Package** – Donna to put together clear costs of purchasing this accountancy package on behalf of the BFA.

**Paypal -** Donna presented to the committee how much using paypal costs the association. The committee unanimously agreed to stop using Paypal. Payments to the BFA are to be made by bank transfer only.

**Tuffspun –**  Donna and Moe to investigate how much we have earnt from Hiring tuffspun, future bookings, cost of storage. The Committee needs to conduct a review.

**Artic Trailer and Storage** – Donna to obtain details and present to the committee at our next meeting.

**Fixed Asset Register –**  We need to make progress on this so we have a clear picture of equipment owned by the BFA. Donna to make a start before our next meeting.

Meeting ended 10pm

As we are only half way through our Agenda we arranged for another committee Zoom meeting on Thursday 4th September 25.

**Agenda Zoom Call 4th September 25**

**Start 7.15pm – End 10.00pm**

**M Hendry , K Marks, H Larkham, A Wilson, K Murdoch, K Marshall**

**Absent – Donna Boddison**

**Judges Board –** We have asked the Judges Board to put together another “Remember the Rule” Explaining what members need to do if moving dogs between foundation and open. Keith doing draught for committee approval. Judges Board to write Role Description.

**Interference issues** – Judges to create a procedure to monitor and report issued to the committee.

**Rules Working Party** – 3 new people on board, Jo Johnson, Claire Hardy, Sophia Herald.

Creating a google form for Rule change proposals. Trying to make the process easier for members and officials to process these.

**Constitution Working Party** – No change of members

**Complaints Officers –** Discussed and agree procedure of comuunicating with the committee and what emails need to be sent through the secretary account.

**Regional Reps** – Suggestion that they work on a rota basis at the Champs when not racing, making sure there is always someone available to offer guidance and support for Ring Party’s

**Trainers** – Nothing to report all good.

**Webmaster –** Karen to get in touch with Alex and get an update on the new website before the next meeting.

**Health & Safety Policy –** Hilary spoke to Dom Myers, he will help us start putting together H&S Guidance for the association.

**Tuffspuns at Kellys** – Email Carry Ons who are using the tuffspun now, to give clear instructions on how it should be put away and stored in the container.

Preparing for the 2026 AGM, recruiting more committee members. We need to try and get back to a full Committee of nine members.

All agreed this is something we need to look at. Suggested that we ask the Media team to put something together, to get people thinking about putting themselves forward at the next AGM.

Hot Weather Policy – Keith, Karen and Kelly to look at the Champs adverse weather policy. Amend and review with the view of making this an official BFA Policy.