



**Board of Directors' Meeting Five
Minutes
2nd September 2021
Venue: Zoom
Time: 19.00-22.00**

Ref	Action	Actions Arising	Due Date
1	Opening Remarks Present: BOARD: Alan Ryan (AR), Bernard Hanratty (BH), Darragh Rea (DR), Emma Killian (EK). Anna Deegan (AD), Maxine Strain (MS), Mark Farquhar (MF) STAFF: Darren Coombes (DC), Orla Nugent(ON) Linda O'Connor (LC)		
2	Apologies Conor MacGuinness (CMG)		
3	Declarations of Interest There were no declarations of interest	Action: DC to share information with the Board in relation to the bidding process for major events.	Oct 2021

4	Approval of Minutes Minutes approved unanimously	Action: ON to update minutes to reflect Board requests	Sept 2021
4.1	Matters Arising Not discussed		
5	Standing Updates		
5.1	Executive Report The report was taken as read and sent in advance. DC had a brief update as follows; - Triathlon Ireland Annual Awards: DC briefed the Board on the difficulty of facilitating an awards ceremony in the traditional format. One of the directors noted that from a marketing point of view and also the uncertainty, a number of organisations are pushing their awards to 2022, Q1. The recommendation was to push the ceremony to a later date. One of the directors asked about the awards available given the year. DC provided examples of alternatives if the traditional format cannot take place. The Board agreed that TI should cancel the current hotel booking for November. - National Series: DC provided an update on the National Series format to reflect recent race cancellations	Action: ON to cancel and request refund for TI Annual Awards 2021 Action: DC to update the Board on alternatives for recognising 2021 member achievements	Sept 2021 Oct 2021

5.2	● Membership: DC highlighted to the Board that membership is down 25% percent from 2019 - this is positive given the impact of COVID-19 on the sport. The Board discussed possible alternatives for increasing membership retention. ● COVID-19 restrictions: DC provided an update to the Board on the ease of restrictions announcement. DC highlighted the risks in relation to the disassociation between local councils and government guidelines. ● One of the directors asked about the well-being of the Olympic athletes. DC explained the partnership in Sport NI and Sport Ireland and that help is available. DC also wrote to both athletes to let them know that additional support is available. 2024 Olympic qualification is uncertain, we may get some update on that at World Triathlon congress. Technical Official Programme ON briefed the Board on the Technical Official programme. ● Since the accreditation of the National Technical Official Programme, Triathlon Ireland has supported officials gaining qualification by providing financial support for international travel to events & courses ○ Currently 15 International Qualified Technical Officials ○ One Level Three Official ○ Two Level Two Officials ○ 13 Level One Officials (three currently working towards Level Two qualification) ● Two female officials participating in the World Triathlon mentoring programme ● Implemented Local Technical Official mentoring programme ● In 2020, we delivered the Local Technical Official course online using moodle e-learning platform	Action: DC and AD to discuss LSP partnership Action: Review of affiliation with commercial triathlon coaching/organisations; All to contact AR with suggestions	Oct 2021 Nov 2021
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5.3	Sports Capital Grant Programme Kevin Power Kelly (KPK) joined the meeting. KPK provided an update on the 2020 Sports Capital Grant (SCG) campaign. ● TI secured €54,419 in funding for sports equipment ● Clubs secured €368,795 ○ 25 clubs successfully applied and received grants - 30.8% of total ROI club base ○ Up from 13 clubs in 2018, 15 clubs in 2017, 4 in 2014 - awareness campaign! ○ 92.6% of TI clubs who applied were successful (vs ~23% of all applications) ○ Achieved largely by TI pre-application session with 2into3 and additional application support throughout the process ● Continued Support for Clubs ● Inhouse expertise gained One of the directors described the positive impact the SCG has had on her club and formally thanked TI and KPK for their assistance and support with the application. The Board acknowledged that it was a phenomenal body of work and it would be great to see the initiative continue after the grants have been awarded. KPK left the meeting.		
5.4	Safeguarding Report The Directors were briefed on the safeguarding report. No questions were raised.		

5.5	Finance Report & Budget LC provided the Board with a summary of the financial report and management accounts. DC provided an update on the Audit Committee meeting which took place earlier that week to discuss the Reserves Policy and 2022 Budget Framework. The Committee agreed to target a cumulative deficit of €230k over 2021 and 2022 (this amount is based on the €200k surplus in 2020 and the additional €30k is calculated on 10% of the Reserves figure of €315k pre-Covid). It was agreed that the Reserves Policy will be reviewed again when some level of normality is restored. Sport Ireland has indicated there may be additional Resilience Funding made available at the end of this year and DC confirmed we will be applying. DC mentioned the next Audit Committee meeting will be in mid-September and he will provide more information on the 2022 budget and a detailed contingency plan if aggressive cuts are required early next year.		
6.0	Items for Discussion/Decision		
6.1	Governance Governance Sub-Committee TOR One of the directors provided an update on the Independent Director appointment process. The appointment of David McNally was proposed. The Board approved unanimously.		

6.2	International/Domestic Committees DC advised that World Triathlon Congress is being delivered virtually on the 23rd of October. DC provided an update on the postponement of Europe Triathlon conference		
7	AOCB None		

Total Time 2 hours 40 mins

<u>Board</u> AR = Alan Ryan BH = Bernard Hanratty CMG = Conor MacGuinness EK = Emma Killian	<u>Board cont'd</u> MS = Maxine Strain DR = Darragh Rea MF = Mark Farquhar AD = Anna Deegan	<u>Staff</u> ON = Orla Nugent DC = Darren Coombes LC = Linda O'Connor
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