



MINUTES

Meeting	EBED Trustee Meeting
Date & Time	4th March from 12.30 to 16.50
Location	Via Zoom
Attendees	<p>Andy Margetts – Chair (AM) Gillian Fawcett – Trustee (GF) Terry Hewett – Trustee (TH) Mike Hill – Trustee & Treasurer (MH) Mary Sharp – Trustee (MS) Dom Wilson – Trustee (DoW) Douglas Wright – Trustee (DBBW) Giorgio Provenza – CEO (GP)</p> <p>Minute taker – Manda Kimberly</p>
	<p>1 – Housekeeping 2 – Trustees 3 – Finance 4 – Operational Issues 5 – Next Meeting 6 – Any Other Business</p> <ul style="list-style-type: none"> Note – minutes not necessarily in actual order of discussion

1 – HOUSEKEEPING	
<ul style="list-style-type: none"> No apologies for absence were noted The minutes from the December board meeting were reviewed and approved subject to an amendment changing the reference for EBS editor from MS to GP. Updates on open issues were as follows: 	
A074	Deferred permanently, due to C-19 and given the project will be reassessed by GP in due course in context of planned Transition Group project
A075	Communication now completed and proposed changes being approved at this meeting (see item 4C)
A084	No further action required – fund raising being discussed at this meeting (see item 2C)
A089	Strategic planning exercise now completed
<ul style="list-style-type: none"> No conflicts were noted but MS disclosed she will be speaking at the Stirling Bridge Conference where she is being billed as a member of EBED. It was agreed that, in order to be clear at the conference, MS will preface her speech by confirming that she is speaking in a personal capacity and not for or on behalf of EBED. 	



2 – TRUSTEES

- AM updated the trustees on the progress of the search for his replacement when he steps down as Chair.
- An email advertising the position was sent to all EBU members by email using the EBU Sendy software. After filtering responses, 32 potential applicants were identified and AM contacted each of them by telephone to outline the role in more detail and gauge their interest. Of those, 21 received further details of the process and 13 formal applications were received with candidates being required to submit: a CV; a covering letter setting out why they were suited to the role; and a short paper with thoughts on how bridge and bridge teaching might develop in a post-Covid world and how EBED might lead and respond to these changes. One candidate withdrew because of a potential conflict of interest. Nine were interviewed by AM and GF with four being invited back for a meeting with GP and a separate further interview with EBU Chairman Ian Payn (IP) and AM.
- Following completion of the process, it was concluded that the role should be offered to Lee Guy from Kent.
- IP will propose his appointment to the EBU Board and once their endorsement has been confirmed, LG will be formally appointed as a Trustee.

3 – FINANCE

A – Accounts and Charities Commissions Filings (AM)

- AM confirmed that the statutory accounts and charity annual filing requirements were all completed and filed on time.

B – December Management Accounts (MH) – Reserves Projections Document (B)

- MH reported the financial position is slightly (c.£9k) worse than forecast at the previous board meeting (reserves are £234k). The main component of this was the cost of paying out untaken holiday for the leaving employees but there were also some additional overtime costs on the e-learning project.
- In future pensions will reported as salary payments rather than direct costs.

C – Planning for 2021/22 Budget (AM/GP/MH)

- GP has been working with Gail Nancarrow on producing the budget for 21/22. This has been produced slightly later than normal due to working circumstances in the current climate. The budget has been produced on the assumption that there will be very little change to the current climate in the 1st half of the year and a gradual return to normal only starting in the 2nd half of the year as confidence returns. It is anticipated that there may well be a lag between clubs returning to F2F and future demand for training. An early draft of the budget had been used to underpin the reserves projections and the final draft will be available in the next few days. A short separate board meeting will be convened to approve it prior to the end of the current financial year.
- The annual review and renegotiation of the Shared Service Agreement between the EBU and EBED in respect of the shared premises, staff and administration costs has now taken place. As a result, shared costs will be reduced from c.£40,000 to under £25,000, reflecting the reduced staff numbers and on the basis that EBED staff will mostly continue to work from home in the future.

D – Annual Staff Pay Review (GP)

- It was noted that the EBU are implementing a general pay freeze across the board and it was agreed that EBED would follow suit.

E – EBU Funding Update (AM/GP/MH)

- AM has been considering future funding models for EBED and reported on some options that were under consideration.



F – Updated Review of Projected Reserves and EBU Note (MH/AM/GP) – Documents (C) & (D)

- At the moment, the current projection is for there to be a £40,000 deficit for 21/22 (based on current run rate EBU donations). At the of the financial year, there would be sufficient reserves to cover the ongoing operating costs for one year but a recovery in revenues would be essential to ensure the ongoing viability of the charity.
- AM reported that the EBU had requested a paper setting out the likely effects of various contribution levels for 21/22 on the charity’s operations. Three possible scenarios were suggested:

(i) EBED receives the full EBU contribution the EBU used to donate in past years (c. £6k per month), which would allow EBED to invest in a new front end for EBS and to consider hiring a youth officer at some stage in the year;

(ii) EBED receives the £3k per month contribution that the EBU has been making since it resumed making contributions after stopping them in the early days of the pandemic, which would allow EBED to tread water but would make taking action on EBS and youth substantially less likely in the short term; and

- (iii) the EBU ceased to make contributions (considered unlikely), which would mean EBED would have to undertake further cost savings which could threaten service levels and make the organisation far less resilient, endangering its future viability.
- The paper considering the impact of the three scenarios was discussed and minor amendments suggested to acknowledge that the pandemic had brought opportunities for new ways of working and learning into the mainstream and to express the determination of all at EBED to capitalise on that whilst highlighting that the pace of progress will be dictated by availability of funding.
- The paper was approved for AM to submit to the EBU.

G – Structural Considerations (AM)

- Already covered (as noted) above.

H – Fundraising Advice (AM/GP) – Documents (E)

- The report prepared by Judy Niner at Development Partners (fundraising specialists) was tabled and reviewed.
- The recommendations about the types of fund raising likely to succeed and the risk and costs associated with running such campaigns were considered.
- Although no immediate action was proposed, it was recognised that it might be possible to run a highly targeted fund raising in the future for very specific projects and that they were far more likely to succeed if they related to youth activities.

I – Amazon Smile (TH/GP)

- TH suggested encouraging the EBU members to nominate EBED as their chosen charity when purchasing items from Amazon. Amazon run a parallel website which allows shoppers to nominate a charity of their choice to which Amazon pay a small percentage (0.5%) of the purchasers’ spend to the charity. Although, it was acknowledged that the scheme if not hugely generous and that the benefits to Amazon were likely significantly to outweigh those to the charity, it was noted that there is no cost to the shoppers and no cost to the charity to be included in the scheme, other than time spent registering.
- GP has discussed and approved this with Gordon Rainsford (EBU CEO) with a view to putting a note on the EBU website highlighting the scheme and sending an email the EBU members to encourage use of the scheme. A short article will also be submitted for inclusion in the EBU Bridge magazine.
- MS suggested that the scheme may be more attractive if linked to a specific fundraising item such as raising for costs of a youth officer and this was endorsed.



- The application for the scheme was approved.

4 – OPERATIONAL ISSUES

A – CEO Report (GP) & Questions from Trustees – Document F

- GP updated the trustees on the progress of the EBED joint initiative in the game Hool with the MPCC who have agreed to donate money to promote the game. GP remains very excited about the idea and its possible benefits for developing the youth game. There is now a written agreement between the parties as to the promotion of Hool. Consideration was given as to how much of the funds should be donated to the game designer Amaresh Deshpande in recognition of his significant development work and to enable him to use the donation to accelerate the development of an app-based version of Hool.
- MS queried whether, in addition to the MPCC logo on the game, the EBED logo should be that of the charity or EBS. As the EBS is still in its infancy it was decided to retain the traditional EBED logo.
- DBBW raised concerns about the Yorkshire Pilot Project. The concern arises from the potential to undermine and undervalue bridge teachers by offering bridge lessons over such an extended (10-week) period for free. This could have an impact of the existing EBTA members pressurising them into giving their time for free. GP considered it was a trial to see if it would encourage more people to take up bridge and generate more subscribers to EBS. Hopefully after a 10-week course there would be a bank of students who would be happy to carry on the game and pay for lessons. It was agreed that the results of the project should be reviewed upon its completion to assess the potential of encouraging other counties to do something similar.
- AM reported that, notwithstanding the difficulties in organising the School Cup, EBED had been determined to try, especially given the impact of the pandemic on the youth game. GP confirmed that the School Cup would be played on 6th March 2021 on RealBridge. There are eight teams already registered with one person needed to make a ninth team. Although the number of teams playing is greater than last year and worrying aspect is that not as many schools have entered teams. It is likely that the suspension of bridge clubs at schools is having an impact and there may be fewer teams entered in future unless more teachers re-embrace the game
- DBBW and AM acknowledged GP's hard work in organising the event and encouraging the teams to enter at a time when school teachers were focussing on other issues.

B - Research Update (DoW)

- Covid 19 continues to have an impact on the two research programmes.
 - (i) Stirling
 - Stirling has offered an extension as the research has been delayed by the continued lockdown. The results will not be available until 2022 but there will be continued updates. There will be no cost to EBED as a result of the delay.
 - (ii) Imperial
 - The researchers have completed their data analysis despite problems with accessing the university facilities during the lockdown. The analysis is likely to show that, while the Bridge playing cohort appears to have significantly enhanced logical thinking capability compared to the non-Bridge playing cohort, there does not appear to be any other significant difference between the cohorts' cognitive functions, although we do now know much more about which areas of the brain are stimulated by playing bridge. The report (when it comes) is likely to highlight some interesting observations that might be useful to promote the game.
 - TH questioned whether playing bridge develops logic or that people who are logical enjoy playing bridge.



C – EBTA Plans (DBBW) – Document G

- The proposals and development of EBTA plans are now progressing with the aim of increasing the standard of bridge teaching by encouraging continuing professional development through mentoring once a potential bridge teacher has completed the club teacher training course. A paper definition of mentoring has been produced and will be circulated to all teacher educators. The EBED website has been updated to show the course structure and costs of becoming a member of EBTA and the progression path. GP confirmed the costs of the club teacher training cost as £150 for tuition, £45 annual fee and £25 for the teacher assessment giving a total of £220.
- MS noted a discrepancy in the time scale to complete the mentoring process. DBBW suggests that the process would continue until associate members become full members whilst GP refers to 6 months. As it is likely that associate members would become full members within a six-month period it is unlikely to be a significant difference.
- The fees paid to a teacher educator for the mentoring process have been increased from £475 to £600 but it was questioned whether this would be sufficient. It is hoped that TE would be incentivised to become mentors by more intangible benefits other than money.
- It is important that the associate teachers progressing to full members are well trained and suitable for purpose rather than just completing the process. When measuring the success of the mentors it should be appreciated that part of their remit is to weed out those associate club teachers who do not have the right skill sets.

D – EBS Advisory Board Update (MS) – Document H

- The number of paying students has not increased as well as had been hoped. Many are finding the platform difficult to use and there are concerns that a number of teachers are using the material for their students without signing up the students to pay the £5 per month. Suggested actions to combat this were reported.
- It was agreed that EBED does not currently have the expertise to make access easier and that external - and preferably voluntary - help will be required.
- It was suggested by the EBS Advisory Board reviewing what can be done to ease the access issue and the material on the platform. At present there is a lot of focus on bidding so maybe strip that back to the very basic with a view to developing the students' skills to participate in social bridge/café bridge. It is also suggested to split the advisory board into two distinct elements dealing with technology aspects or educational aspects.
- Look at getting feedback from the current student users.
- TH thanked MS for her work and efforts in respect of EBS which was echoed by AM.

E – YAG Update (TH) - Document I

- TH is very excited about the committee's new membership and has managed to attract a good group of people. She reported ongoing attempts to contact another potentially very useful member
- TH would like to include a person to represent the North and will liaise with DBBW in getting in touch with another potential member.
- It was noted that School bridge has suffered setbacks due to the pandemic and it is currently very difficult to generate any interest amongst teachers. There are small groups of volunteers engaged in youth bridge such as Young Chelsea and David Perry's initiative. But on the whole the sector is relatively inactive.
- MS suggested creating a youth sector on the existing EBU website with a view to allowing parents and children the programme of activities available.

F – TD Training Model (GP)

- There is optimism that F2F bridge will be returning therefore increasing the interest TD courses. It is hoped that these courses will be run F2F but one of the modules could be run online particularly for those who would continue to direct online.



- GP update the board on plans to move the TD training to a similar model to the Teacher Educators
- Running a TD course online takes significant effort in terms of administration so unlikely to run any course before April 2021.

G – Teacher Conference (GP/AM)

- The conference would normally take place in mid-June. Even by delaying it a few weeks, it would still be one of the first events after Covid restrictions ease and is unlikely to be the first thing on people’s minds to do once normal life starts to return. Given the need to confirm bookings some time in advance, it was felt that it would be too high a risk to run the event this year and that it would be better to defer it until next year to be certain the event would be a success.

5 - NEXT MEETING

- The next quarterly board meeting will take place on Thursday, 3rd June 2021 at 12.30pm, (provisionally) via Zoom.

6 - ANY OTHER BUSINESS

- GP asked about how to ensure the EBED website is prominent on browser searches but EBED does not have funds to pay for priority listings.
- AM asked GP to ensure that EBU new website has prominent links to EBED.

MEETING CLOSED c.16.50

ACTION	AGENDA ITEM / ACTION / NOTES	RAISER	OWNER	DUE DATE	STATUS	UPDATES
A090	Assessment of potential front-end improvements to EBS to examine	-	GP/ EBSAC	June	Open	