

## Overview of Board of Directors' Meeting

Tuesday, 18 July 2023, 9:30 am to 1:00 pm, via Zoom conference call.

**Directors in attendance:** Dr Ibrahim Akubat (Sport and Performance Division Chair) (part), Dr Lindsay Bottoms FBASES (Deputy Chair and Physiology and Nutrition Division Chair), Dr Adam Gledhill FBASES (Psychology Division Chair), Prof Zoe Knowles FBASES (Chair), Greg Koral (Non-Executive Director), Dr Andrew Mitchell (Biomechanics and Motor Behaviour Division Chair) (part), Dr Helen Rippon (Non-Executive Director), James Tugwell (Non-Executive Director), Ian Wilson (Chief Executive Officer).

**Attending:** Dr Andy Smith FBASES, Chair, Public and External Affairs Advisory Panel (item 6); Dr Mark Smith, Member, Education & Teaching Special Interest Group (item 7); Dr Daniel Bailey, Chair-Elect, Conference Planning Group (item 8); Dr Kotryna Fraser, Chair, Equity, Diversity, and Inclusion Advisory Group (item 9).

**Minutes:** Jane Bairstow (Senior Admin Officer).

**Apologies:** Dr Kiara Lewis FBASES (Physical Activity for Health Division Chair), (who provided input into the agenda discussion items prior to the meeting).

### 1 **Welcome and opening remarks.**

ZK welcomed everyone to the meeting. The priority focus areas for discussion were outlined by the Chair.

### 2 **Declarations of Interest**

Directors were reminded of the need to declare their interest in any items and to remove themselves from such decision making when required. There were no declarations of interest.

### 3 **Minutes of the previous Board meeting (held on 24 April 2023)**

These were accepted as a true record of the meeting.

### 4 **Matters arising:**

Confirmation that the updated 2023-24 Operational Plan Budget was approved by the Board on 11 May'23.

An Action Plan of items to be developed further was developed following the HEI Engagement discussion at the Board Call on 18 May'23.

Confirmation that [recognising members who live the BASES' Values, Commitments and Behaviours](#) was launched on 22 May'23.

The International Confederation of Sport and Exercise Science Practice (ICSESP) Annual Progress Report was shared with the Board on 23 May'23.

The [open tender to develop a new digital TSES](#) was launched on 1 June'23, for which the successful bidder was notified on 7 July'23. The new digital format will occur with the Spring 2024 edition.

The new [Volunteer of the Year award](#) was launched on 1 June'23.

Members were informed through an open advert on 16 June'23 for the new [Psychology Division Chair vacancy](#), from November'23 onwards.

At the Board Call on 15 June'23, the Board was updated on the status and current developments regarding our Charter Status application to the Privy Council Office.

The Board considered a new Gold/Silver/Bronze Sponsorship package proposal.

The Board discussed further the background and process for new applied practitioner Grants and Awards, which will be launched towards the end of the year.

As happened for 2022, the Board discussed the merits of inviting nominated Division Committee members to the annual conference to acknowledge their commitment to the Association over the last year, and agreed to support this for 2023.

5 **Public and External Affairs Advisory Panel (PEA-AP)**

Dr Andy Smith FBASES attended this item and provided an overview of a proposal by the PEA-AP for an influencing campaign over summer 2023 – summer 2024. A discussion took place, and the Board supported the proposal in principle, with some more work required on the purpose and action plan, thanking the PEA-AP for their ongoing hard work.

6 **Education & Teaching Special Interest Group (E&T SIG)**

Dr Mark Smith attended this item and provided an overview of a proposal by the E&T SIG to recognise students who graduated through a BUES programme ('Graduate Certification'). A discussion took place, and the Board supported the proposal and action plan in principle, thanking the E&T SIG for their ongoing efforts.

7 **Joint Conference proposal**

Following discussion by the Board earlier this year, Dr Daniel Bailey attended this item to outline a case for exploring the potential of holding a single flagship BASES conference event from 2025. The Board supported further exploration and views from the membership over the pros and cons to assist making an informed decision.

8 **Equity, Diversity, and Inclusion Advisory Group**

Following a brief discussion by the Board at the April'23 meeting, Dr Kotryna Fraser attended this item to discuss how the EDI AG can support the Association and what help and support is required from the Board. The Board thanked the EDI AG for their ongoing hard work and efforts.

9 **2023 - 2024 Operational Plan Q1 report**

IW provided an overview on the current deliverables, noting some good work has taken place on some deliverables over Quarter 1.

10 **KPI dashboard**

The Board reviewed this reporting tool, which visually shows actual performance versus trajectory. Discussion took place over a number of the KPI graphs, some of which were new for this financial year.

11 **Updates were provided for the following Standing Committees:**

Division Committee - Biomechanics & Motor Behaviour

Division Committee - Physical Activity for Health

Division Committee - Physiology & Nutrition

Division Committee – Psychology

Division Committee – Sport & Performance

Human Resources, Remuneration & Appointments Committee.

Finance & Risk Committee, including sign-off by the Board of the 2022-23 Q4 management account and approval of the 2022-23 year-end draft accounts.

Governance Committee

Learning and Development Committee

Professional Standards Committee

Stakeholder Committee

12 **Any other business**

LB advised that as well as calls for 'open' Expert Statements, a call will be made to members later this autumn for direct topics for consideration by the Expert Statement Advisory group.

LB advised that a webinar will be planned for mid-October 2023 on the new REF.

**Dates of next meetings:**

**Board Meeting:**

Wednesday 13 September 2023, 9:30 am to 3:30 pm.

**Board Calls:**

Thursday 12 October 2023, 9 am to 10 am.

Prof Z Knowles FBASES

26 July 2023

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