



BRITISH KENDO ASSOCIATION

National Committee Meeting

12th March 2017

Venue: Nailcote Hall, Warwickshire CV7 7DE

Present: Fay Goodman (Chair, FG), Debbie Bevan (Vice Chair, DB), Anna Stone (Treasurer, AS), Chris Mansfield (DIA, CM), Leonardo Wolfe (Secretary LW, via Skype), Fides Desacada (Membership Secretary, FD), Dave Fanning (Jodo DRC Chair, DF), John Honisz Greens (Iai Bucho, JHG),

MINUTES

1. Apologies for absence

Chris Buxton (Iaido DRC Chair), Stojanka Vidinic (Jodo Bucho), John O'Sullivan (Kendo Bucho), Leslie Drewe (CPO), Donnie Gordon (H&S)

2. Matters arising from previous meeting (January 2017)

- a) DB to contact FD to clarify wording regarding grading clock. DB said that she needed to see a missing set of NC minutes to finalise her check of what had previously been agreed.
- b) JOS (Kendo Bucho)/Malcolm Smalley to update BKA database and compare with data held by EKF - action carried forward.
- c) Naginata request to become a 4th BKA bu - Rachel Hahn Morris had been asked that her Naginata group prepare a paper for the NC to review so that the motion could be put to the AGM.

Action: FG to email RHM again. Noted that if the paper is not submitted soon there would be insufficient time to put it on the website and for the AGM to vote on it.

d) EKF website link to be added to BKA website. Action: Gerry and Malcolm - still to be done.

e) No BKA officer to send an URL to anyone (BKA member or otherwise) linking in to the open drive - this bypasses the need for a password.

Action: AS to inform all elected officers.

f) Security measures - FG has signed a document self-validating the BKA's compliance with relevant standards for secure payments on our website - this is valid up to December 2017. There was discussion about website security and making our payment system as robust as possible. There was discussion about disclaimers that should be added to the website.

Action: FG, DB and MS to sort out wording and put a disclaimer on the website.

g) Membership FAQ - there was discussion about the excellent Youtube videos that the previous membership secretary (Neil Andriot) had put on the website. It was noted that some parts of these need updating.

Action: FD to ask the assistant membership secretary to update the videos.

h) Insurance - FG explained that the cover note had now been received and was up on website.

It was noted that the insurance cover included 3 teams (of up to 14 including referees) attending European Championships. It was felt that this was an insufficient number - particularly for kendo. FG explained that this can be changed on an individual basis as long as the relevant Bu lets her know in advance. However, FG agreed to look into increasing this number anyway (to 18). It was noted that the cover was for the number of people - individual names do not need to be given to the insurance company.

Action: FG to discuss with insurer increasing cover to 18 persons in a team, cover for members over 77 years of age (Action: FD to provide FG with a list of members over 75 years of age).

Question was raised about insurance cover for Japanese teachers. It was noted that Japanese sensei should arrange their own insurance cover.

Action: JHG to advise the Japanese iaido delegation to take out insurance cover for the summer seminar.

Action: FG to look in to whether the BKA can obtain insurance cover for flight costs (if the BKA has paid for the flights).

i) Fujii sensei - FG had been approached by several BKA members regarding Fujii sensei's life membership of the BKA - there were questions about whether he had resigned his membership. FG had asked Fujii sensei - he still wants to be a member of the BKA and said that he had not resigned. It was agreed that DB would look in to the issue of whether Fujii sensei had resigned from the BKA or not. FG said that she wanted to put Fujii sensei forward for Hyoshosho award in view of his years of service to kendo.

j) Alan Thompson case - FG had met with our solicitors.

k) Referees - there was discussion of giving many qualified members as possible the opportunity to referee. Agreed that each bu would give the DIA an up to date list of members they use for both grading and refereeing.

Action: All Bucho

l) DIA - BKA have to pay upfront for people who want to take examinations at European Championships and for major events such as taikai. BKA then seeks reimbursement from the relevant BKA members. Members must not leave grading applications until the last minute.

m) Updating of renshi/kyoshi records on the database - FD reported that this was in hand.

n) Constitution to be updated - FG noted that the solicitors had reviewed our constitution and suggested some updates. DB - said that a subcommittee should be formed to look at the suggested changes. DB suggested that Errol Blake (main architect of the constitution), Bucho, Chair, Vice Chair, Treasurer and Membership sec should be included in the subcommittee.

Continuity re officers roles - when elected, officers should undertake to provide a full handover to their successor.

o) DBS - **Action:** Leslie Drewe (CPO) to clarify situation with UK/Scotland - action to be carried over to next meeting. DBS updating - free or not - Leslie to clarify.

FD said there should be a system of recording historical DBS/PVG qualifications on the database - FD is updating current ones as they come in. Noted that NC had previously agreed that CPO should have access to the database.

Action: LD to provide Q & A for DBS checks to be put on the website.

p) Chair's hanko - **Action:** DB to look in to getting a new one.

q) JHG discussion re Scottish police and carrying weapons, particularly in Scotland. Possibility of setting up a database of members that the police can access. JHG to write a note on this issue.

r) BKA email addresses. DB said the Vice chair email was not working. Noted that the Iai events officer was also having problems with his email address.
 Action: Gerry Kincaid or Malcolm Smalley to assist with setting up the @britishkendoassociation.com addresses and then close down all the old email addresses.

3. Financial Report

AS reported that the cash held at the end of 2016 was:

Central services	£34,480
Iai	£31,254
Jodo	£15,656
Kendo	£43,509

4. Membership report.

Membership numbers

JANUARY 2017		MARCH 2017		JULY 2016		
Male	1004	Male	1012	Male	1012	0
Female	195	Female	195	Female	184	+11
Kendo	665 Male	Kendo	670 Male	Kendo	681 Male	-11
	122 Female		122 Female		109 Female	+13
Iaido	389 Male	Iaido	390 Male	Iaido	405 Male	-15
	80 Female		83 Female		82 Female	+1
Jodo	151 Male	Jodo	155 Male	Jodo	155 Male	0
	37 Female		40 Female		38 Female	+2

There is a considerable increase of female practitioners from last July whilst male practitioner numbers stayed the same. There are 8 new BKA dojos that have joined, 3 Iaido and 5 kendo.

It was noted that the coaching fee is now paid by the individual when they renew their membership.

Grading clocks - **Action:** FD to talk to MS if it can be noted re grading clock starting at different times (ie a member takes out Iai membership and decides 2 months later that they want to do jodo as well. At the moment the jodo grading clock would not start until they renew again).

5. DIA report

CM noted discrepancy between the EKF database and BKA database. Important as EKF makes an annual charge for everyone registered on their database (about 1.5 euros per person).

CM and FG will be attending the EKF general assembly in Hungary. Election year for the EKF. CM was asked about the EKF election process - he said that it was unclear.

6. Iai Bucho report

Detailed coaching courses run/planned (L1 and L2).

Plans for Summer Seminar going well. Accommodation booked early (saves money) and good communication with members.

7. Shogo policy

JOS (Kendo Bucho) had been working on the policy. Agreed that following final minor amendments to the policy the NC will vote via email on whether to accept the policy. The meeting suggested that the BKA have two renshi exams per year (May and November). There would be one kyoshi exam per year. Agreed that when ready, the policy would be published on the BKA website.

8. BKA Chair report

- NC member profiles - FG suggested may be helpful to members and wider public to have short profiles on the website.
- FG asked that the NC members try to provide reports prior to NC meetings, in order to manage the time and issues to debate at the meetings.
- Welcome Pack would be useful for members. Needs to be designed.
- Considering other merchandising to promote the BKA.
- SPORTS 80 - FG has connected Sports 80 with MS and GK to explore potential new management and platform for the website.

Publicity -

BKA Magazine KIHAKU is generating income from advertising. The 2nd edition is almost ready to go live on the website. All agreed would be good to have a print run of the second edition. Useful to distribute at the AGM, summer seminar and to give to new members/library for promotion etc. AS asked about the printing costs - anything £500 or above should have three quotations.

Action: FG to send printing cost quotations to AS.

Action: FG to speak with Combat, martial arts magazine etc. for costs on promotional articles and advertising.

Action: Interesting articles and PR stories for media and Magazine - ALL

Noted that live streaming of the lai Nationals will be trialled.

9. Any other business.

Hyoshojo

Action: FG to obtain the previous 2 years Hyoshojo lists so that it can be marked on the database (by FD) who has received a certificate.

First Aid courses - 1 April in London. Noted that a member in Scotland (a first aid trainer) would run a course in Scotland.

BKA funds - There needs to be assurance that funds have been, and are used, in line with the constitution and T&S policy. There was discussion of moving back to having a full audit of accounts rather than an accountant's report.

Meeting closed at 5.15pm