



SportCheer Scotland
3rd Annual General Meeting

Sunday, 24th January
Hosted on Zoom Webinar

Minutes of Meeting

1. Welcome and Opening of Meeting- SportCheer Scotland President Lisa Tausney

- Lisa Tausney (LT) opened the meeting at 3pm and welcomed everyone to the 3rd SportCheer Scotland Annual General Meeting.
 - Expressed appreciation to everyone in attendance for representing the Scottish cheerleading community.
 - Introduced Victoria Orton-Bichener (VO) as Chair of the meeting.
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2. Roll Call – VO

- Explained membership of registered programmes and associates.
 - The following members were in attendance:
 - o 11 representatives of SportCheer Scotland member clubs.
 - o 4 SportCheer Scotland Associates
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3. Determination of a Quorum

- VO advised that for the meeting to be quorate a minimum of 50% of membership is required, in accordance with article 3.12 of the statutes of governance.
 - The Chair declared that the meeting was quorate.
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4. Appointment of Scrutineers

- VO and LT were appointed as Scrutineers.
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5. Approval of the Agenda

- The Chair distributed the agenda.

Motion: To approve the agenda.

Proposed: Kendall Smith

Seconded: Madeleine Jamieson

The agenda was approved.

6. Declaration of any Conflicts of Interest

- Jennifer Boyle – Glasgow Sport
 - Victoria Bichener – SpiritSounds UK
 - Stacy Greer – Allstar Cheer and Dance Company (ACDC)
 - Lisa Tausney – Allstar Cheer and Dance Company (ACDC)
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7. Adoption of the Minutes of the Previous Meeting

- The Chair presented the 2019 AGM minutes.

Motion: To approve the minutes.

Proposed: Jennifer Boyle

Seconded: Leanne Wrench

2019 AGM minutes were approved.

8. President's Report – SportCheer Scotland President Lisa Tausney

The full presentation can be viewed in the Annual Report 2020 available on the SportCheer Scotland website.

COVID-19

- Expressed support to Scottish athletes and coaches.
- Acknowledged the work of SCS Board in drafting and communicating guidance to programmes throughout COVID-19 pandemic.
- Established a Coronavirus Response Committee.

Strategic Objectives

- Outlined key objectives as written in SCS statutes of governance.
- The federation will focus on the provision of coach education and the recognition of notable achievements of the cheerleading community in 2021.

Team Scotland

- The 2020 ICU World Championships was cancelled.
- Routines were showcased at annual ball.
- Thanked the volunteers and coaches who assisted with the national team in 2019-2020.
- All athletes have been informed that their places are secured for the 2022 event.

Aims for 2021

- Attend ICU European Conference.
- Secure SportScotland recognition.
- Grow the membership of SportCheer Scotland and provide increased benefit to members.

9. Secretary's Report – SportCheer Scotland Secretary Victoria Orton-Bichener

The full presentation can be viewed in the Annual Report 2020 available on the SportCheer Scotland website.

- Outlined three areas of focus in 2020:
 1. Providing support for cheerleading programmes through the COVID-19 pandemic;
 2. Working on the application for recognition from SportScotland;
 3. Launching a SportCheer Scotland membership scheme.

10. Treasurer's Report – SportCheer Scotland Treasurer Sarah McNeill

Financial statements have been included in the Annual Report, available on the SportCheer Scotland website.

- Sarah McNeill could not be in attendance therefore a video report was presented.
- Provided overview of the previous financial year and proposed budget.

Motion: To adopt the SportCheer Scotland 2019-2020 accounts.

Proposed: Lisa Tausney

Seconded: Kendall Smith

2019-2020 accounts were approved.

11. Reports of Standing Committees

[Jennifer Greer (JG) and Zoe Lumsden (ZL) joined the meeting]

a. National Team Committee. Team Scotland Manager Jennifer Greer (JG)

The full presentation can be viewed in the Annual Report 2020 available on the SportCheer Scotland website.

- Team Scotland 2020 was made up of 108 athletes across 8 teams.
- Addition of Adaptive Abilities Freestyle Pom division.

Improvements introduced in 2019:

- Dedicated mailboxes for Team Management.
- Introduction of dedicated Team Scotland Treasurer, Fundraising Manager and Team Coordinators.
- Single training venue.
- Payment schedule provided to athletes and parents.
- Deadlines for final kit orders.
- Monthly newsletter.
- Separation of 'optional' and 'compulsory' fundraising.

Fundraising –

- Compulsory fundraisers included an afternoon tea, bag packing and the Team Scotland Annual Ball.
- Raised £36,847.54.
- Income funded sports psychology workshop for athletes, team poms and team gifts for each athlete.
- Fundraising subsidised the financial loss made on transaction and conversion fees on package payments to the ICU in order to provide each athlete with a full refund.
- Full income/expenditure breakdown from fundraising will be provided to athletes.
- Recognised and thanked the Team Scotland Treasurer Kim Holland and Fundraising Manager Tracey MacCormack.

All Team Scotland 2020 athletes have been offered a place in the national team for 2021-2022.

Question received from Sharon Gill, Aberdeen Cheer and Dance, on the requirement to attend mandatory fundraisers for athletes not resident in Central or West Scotland. JG

answered that it is intended that these athletes will be provided with an alternative and will not be required to travel to attend a fundraiser.

[Jennifer Greer and Zoe Lumsden left the meeting]

b. Ethics Committee – Clare Mullen

The full presentation can be viewed in the Annual Report 2020 available on the SportCheer Scotland website.

- Drafted SportCheer Scotland specific policies including Coach Code of Conduct and Code of Ethics.
- Will continue to review and assess documentation to ensure policies are relevant and beneficial to membership.
- Drafted an Athlete Transfer Process in response to a complaint regarding athlete movement. Additional reporting requirements have been incorporated for anybody on the SportCheer Scotland Board of Director or Team Scotland coaching staff.

Question received from Jennifer Hughes, Rockstar Cheer and Dance, on where the policy was made available, continuing that as a national team coach she should have followed this process. Stacy Greer, Director-At-Large, answered that the Athlete Transfer Policy was approved at a Board meeting on 24/05/20 and will not take effect until the 2021/22 season.

c. Coach Education – Stacy Greer

The full presentation can be viewed in the Annual Report 2020 available on the SportCheer Scotland website.

- Worked with Scott MacCormack to draft a tumbling coaching course to be delivered when Coronavirus restrictions on indoor sport are lifted.
 - Preparing an introductory course on cheerleading.
 - Drafting coach education course for junior age coaches.
 - Requested a discount on credentialing for members from the ICU; currently pending official approval.
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d. Membership – Victoria Orton-Bichener

The full presentation can be viewed in the Annual Report 2020 available on the SportCheer Scotland website.

- Membership launched on October 1st 2020.
- Currently 14 registered clubs and 6 associate members.
- 1147 registered athletes.
- Reduction in affiliation levels is expected in 2021 due to financial impact of COVID-19.

Thanked the partners who provided discounts to members:



Question received from Leanne Caird, Infinity Allstars, asking whether coaches could be provided with the roster of their programme's registered athletes. VO responded that team rosters have been made available at the coach's request in the past, however following feedback will be distributed automatically after 30 days.

Question received from Jennifer Hughes, Rockstar Cheer and Dance, on whether there is an intention to provide ID cards for use at Scottish cheerleading competitions confirming an athlete's date of birth and age division. VO answered that this is the intention of the Board to provide this service in future, with consideration of two factors:

1. The administrative workload associated with producing ID cards.
 2. Securing the compliance of event producers to recognise SCS ID cards.
- After the initial year of membership this will be readdressed.

e. Coronavirus Response – Leanne Wrench

The full presentation can be viewed in the Annual Report 2020 available on the SportCheer Scotland website.

- Established to support Scottish programmes navigate the restrictions and guidance relating to the COVID-19 pandemic.
- Consulted with SportScotland and other national governing bodies to draft return to cheerleading guidance.
- Regularly communicated with coaches and answered any questions arising.
- Intending to provide greater clarity regarding financial support available.

VO thanked everyone who provided reports to the meeting and confirmed that the Annual Report will contain a written account for those unable to attend the AGM. VO further thanked every committee member for 2019-2020 for their help and support of SCS.

12. Report of Auditor

- VO advised the meeting that the company accountant was unable to attend.

- For the financial year ended 28th February 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.
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13. Approval of Auditor

- The Board have proposed to continue with the services of Cheryl Hopkins of Clyde Payroll.

Motion: To approve Cheryl Hopkins as accountant for SportCheer Scotland.

Proposed: Jennifer Boyle

Seconded: Leanne Caird

Appointment was approved.

14. Membership Dues

- Recommendation of the Board that there should be no increase to membership fees for the 2021-2022 season.
- Intended to recognise the continuing personal and financial difficulties facing cheerleading community as we continue through the Coronavirus pandemic.

Annual Membership Fees

Club - £35

Associate - £14

Athlete Registration - £3

Motion: To approve the proposed membership fees.

Proposed: Kathryn Hillier

Seconded: Kendall Smith

Membership fees were approved.

15. Proposals Submitted:

Ordinary Resolution A

To include a standing financial report to the agenda of quarterly meetings of the Board.

- To provide financial transparency and oversight to the Board.

Proposed: Clare Mullen

Seconded: Madeleine Jamieson

Ordinary Resolution A was approved.

Ordinary Resolution B

To adopt a Communications Policy for all social media publications. Full policy is available in AGM Papers on SportCheer Scotland website.

- Contains written guidelines and minimum standards for external communications from SportCheer Scotland and Team Scotland.
- Considers child protection issues in social media communications.
- SCS should provide free, equal and fair promotion to Scottish cheerleading businesses and suppliers.

Proposed: Madeleine Jamieson

Seconded: Leanne Wrench

Ordinary Resolution B was approved.

Ordinary Resolution C

To approve the dates for the 2021 meetings of the SportCheer Scotland Board of Directors.

- 7th February
- 25th April
- 25th July
- 24th October

Proposed: Jennifer Boyle

Seconded: Kathryn Hillier

Ordinary Resolution C was approved.

Special Resolution A

To remove the Regional Director for Glasgow and propose that the vacancy be advertised for re-election.

- Director has not attended any meetings of the Board and has not responded to communications since July 2019.

Proposed: Leanne Caird

Seconded: Leanne Wrench

Special Resolution A was approved.

Special Resolution B

To include a minimum attendance requirement for Board members in the SportCheer Scotland statutes of governance.

- Sets minimum standard for Directors for role performance and establishes grounds for removal for non-performance of duties.
- Intended to hold Directors accountable to their role and ensure productivity at meetings is maximised.
- Should a Director be absent from more than two meetings without permission of the Board the Director can be removed by Special Resolution of the Members.

Question received from Kendall Smith, SportCheer Scotland Associate, on whether this process would be automatic or if there would be a vote to remove the Director. VO answered that it would not be an automatic removal to allow for discretionary considerations.

Question received from Clare Mullen, Spirit Athletics, asking if the current process includes grounds for removal based on ethical concerns. VO confirmed that this is already in place.

Proposed: Kendall Smith
Seconded: Marguerite Modica
Special Resolution B was approved.

Special Resolution C

To clarify the wording in the SportCheer Scotland statutes of governance regarding the attendance required to meet quorum.

Proposed: Jennifer Boyle
Seconded: Leanne Caird
Special Resolution C was approved.

17. Board Seat Nominations

The nominations were received as follows.

President	Lisa Tausney
Vice President	Jennifer Boyle
Secretary	Victoria Orton-Bichener
Treasurer	Kathryn Hillier
West Scotland	Lisa Tausney
Mid Scotland and Fife	Emma Davies
Highlands and Islands	Leanne Wrench

Motion: To approve the appointments to the Board of Directors.

Proposed: Madeleine Jamieson
Seconded: Jennifer Hughes
The appointments were approved.

18. Any Other Competent Business

a. Team Scotland representation at the 2021 ICU European Championships.

- MSD was due to attend the 2021 event in Verona but is facing difficulty planning amongst changing restrictions on travel and indoor sports.
- Some athletes will not be eligible for the junior division in 2022.

Question received from Jennifer Hughes, Rockstar Cheer and Dance, on whether any of the original team would be too young to be eligible for the senior division. Kelly McComb, MSD, answered that this would not be the case.

Motion: To award MSD the bid to enter the 2022 ICU European Championships and move into the senior division if required.

Proposed: Stacy Greer

Seconded: Marguerite Modica

The motion was approved.

19. Date and Place of Next Meeting

30th January 2022 in Perth.

20. Adjournment

Lisa Tausney thanked everyone for their attendance and for helping push forward some important developments for Scottish cheerleading, concluding that if anyone would like any more information about getting involved to get in touch at info@sportcheerscotland.org.uk

The AGM concluded at 17:05.

Appendix 1

Summary of Attendance

Present	
Emily Allan	Jennifer Boyle
Leanne Caird	Sharon Gill
Stacy Greer	Kathryn Hillier
Jennifer Hughes	Madeline Jamieson
Michelle Laverty	Kelly McComb
Jaqueline McGrory	Morgan McWilliam
Marguerite Modica	Clare Mullen
Victoria Orton-Bichener	Michelle Tatters
Lisa Tausney	Leanne Wrench

Apologies	
Emma Davies	Lynsey MacKenzie
Sarah McNeill	