

**CAMBRIDGE UNIVERSITY BOAT CLUB**  
**Minutes of the Annual General Meeting**

**Meeting held in a dual mode at the Ely Boathouse and by video conference Sunday 27th November, 2022 at  
1:45 pm**

**Present**

Simon Harris	RMB Chair	SH	Stephen Wyborn	CUBC Treasurer	SW
Annamarie Phelps	CUBC Chair	AP	Oliver Boyne	Men's President	OB
Caoimhe Dempsey	Women's President	CD	Morag Hunter	CUBC Senior Member	MH
Cameron Spiers	OneClub Secretary	DW	Tony Reynolds	CUBC Safety Advisor	TR

**In attendance**

Jerry Bailey		JB	Rob Baker	CUBC M Chief Coach	RB
Nicholas Bliss	TCF Chair	NB	Felix Craig-McFeely	OneClub Sec	FC-M
Harry Fieldhouse	CUBC LM President	HF	Howard Jacobs		HJ
Tina Goode	CUBC Admin	TG	Paul Luzio	TCF Senior Member	PL
Patricia Marsh		PM	Emma Mawdsley		EM
Richard Phelps		RP	Sarah-Kate Roberts	CUBC Fundraising	SK-R
Patrick Ryan	CUBC W Chief Coach	PR	Laura Stewart		LS
Mike Sweeney		MS	Alister Taylor	CUBC Admin	AT
Karen Weimber		KW			

**Apologies**

Nick Ames		NS	David Cruttenden		DC
Christopher Daws		CDa	Mark Horton	TCF Council	MH
Daphne Martin	CUBC LW President	DM	Fiona McAnena	CUBC Branding	FM
Roger Mosey	VC's Representative	RM	Toby Parnell	CUBC Commercial	TP
Fay Sandford	BRCL Rep	FS	Quintus Travis		QT

AP opened the meeting of the CUBC at 1.46pm, welcoming all present whether in person or by video conference. She noted apologies from Nick Ames, David Cruttenden, Christopher Daws, Mark Horton, Daphne Martin, Fiona McAnena, Roger Mosey, Toby Parnell, Fay Sandford, and Quintus Travis. Of those, all but Martin, McAnena, and Mosey had submitted proxies in favour of the Chair of the Meeting.

AP drew the attention of members to the Club's Donor Impact Report, which highlighted the achievements of the Club towards its aims. She thanked the Club as a whole for its support of the trialling members, specifically noting the following

- the outgoing Student representatives
- the members of the fundraising committee including Charlie Green and Stephen Peel
- Sarah-Kate Roberts for her fundraising efforts
- the Chairs of the RMB and the CUBC Foundation, Simon Harris and Nicholas Bliss

and informed the meeting of the attendance of Dr. Anthony Freeling, the University's Interim Vice-Chancellor, at the Club Dinner the preceding night. Dr. Freeling had stated that he would be mentioning the Club and his support as V-C of the Club at the next meeting of the University Council.

#### **1. To approve the minutes of the Annual General Meeting held on Sunday 28th November 2021.**

The meeting considered the minutes of the 2021 Annual General Meeting of the CUBC, which were passed without objection as a true and fair record of the AGM.

At this point, AP announced her intention to divert from the planned running order and move to item 5, the ratification of Stephen Wyborn as CUBC Treasurer, Secretary and as a Director of CUBC. There being no objection, the meeting progressed to item 5.

#### **5. To note and to ratify the appointment of Mr S. Wyborn as CUBC Treasurer, CUBC Secretary and as a Director of CUBC.**

AP introduced Stephen Wyborn, highlighting his experience as an audit partner at Grant Thornton, and noting that he was a graduate of Clare and had been involved in rowing for many years, currently occupying positions with the Eastern Region of British Rowing and Cambridgeshire Rowing Association.

His appointment was ratified unanimously and the meeting returned to the regular running order.

#### **2. To receive annual reports from the Club Chair, the Treasurer, the Student Directors, and the Chief Coaches.**

AP having spoken on the Club in her introduction to the meeting, she requested that SW deliver the Treasurer's Report.

SW commenced by thanking Richard Smith for his support, and noted that the numbers were largely those of RABS. He spoke to the accounts as provided to the members in advance of the meeting and provided to the University Representative and the Club's Auditor.

He noted that year on year, the Club had a fairly stable expenditure, but that this year included an unexpected increase in income from BRCL which led to a small surplus. SW drew the meeting's attention to the boat replacement program. On his accession to the position, a large receivable was owing from the University, which had recently been paid. DW was asked to provide a report as the representative of the previous student directors and noted the significant improvements in student welfare provision, and thanked both the Club and his fellow Directors.

The meeting noted that the Coaches' Reports would be delivered as part of the Coaches' Q and A session at the conclusion of the meeting.

**3. To receive the annual report and accounts of CUBC for the year ended 31st July 2022.**

The meeting received the annual report and accounts of the CUBC

**4. To note the resignations of Mr C. Marcus, Mr R.A.B. Smith, Ms B. Sykes, and Mr D. Whitaker as Directors of CUBC.**

The meeting noted and thanked the outgoing Directors of the Club.

**6. To note and to ratify the appointment of Ms C. Dempsey, Mr O. Boyne and Mr C. Spiers as Student Directors of CUBC.**

The meeting noted and approved the appointment of the above named as Student Directors of CUBC.

**7. To note and to ratify the appointment Dr M. Hunter as a Senior Member and, by virtue of that office, as a Director of CUBC for a period of one year.**

The meeting noted and approved the appointment of Dr. Hunter as a Senior Member and *ex officio* Director of CUBC for the period of one year.

**8. To note and to ratify the appointment of Dr J. Bunbury as a Senior Member and, by virtue of that office, as a Director of CUBC for a period of one year.**

The meeting noted and approved the appointment of Dr. Bunbury as a Senior Member and *ex officio* Director of CUBC for the period of one year

**9. To note the appointment of Mr A. Reynolds as Rowing Safety and Welfare Officer of the CUBC for a period of one year**

The meeting noted the appointment of Mr Reynolds as Rowing Safety and Welfare Officer of the CUBC for a period of one year.

**9. To retain Mr S. Berriman of Chater Allan as independent examiner of the accounts of CUBC and to authorise the Directors to agree his remuneration.**

SW proposed that Mr. Berriman be retained as independent examiner of the accounts of CUBC, which was approved without opposition.

## **10. Any Other Business**

Emma Mawdsley requested clarification of fundraising strategies and funding streams. NB responded that fundraising takes a number of different streams. He noted that Regular Giving and appeals were unrestricted, whilst the CUBC RCF will produce a yield but will leave capital untouched. NB added that a commercial sponsorship covering all expenses would be ideal but the sponsorship landscape was not as promising as it had been.

Jerry Bailey asked if HRMC had sought to appeal the VAT decision. NB responded that the HMRC had had 6 weeks to appeal, and this had not taken place. He added that of the monies recouped, 75% had been remitted to the University regarding the EBH loan. £500,000 remained to be paid on the loan.

Dylan Whitaker asked as to a timeframe for independence from sponsorship. NB stated that there was no specific timeline, but the building of the CUBC RCF would take time. He suggested a realistic timeline was 10-15 years.

AP invited the incoming student leaders to comment, and CS responded that he was thankful that the club could be more integrated this year and that it was the first 'normal' year since COVID. CD added that this had seemed to be the most seamless year of the squads working together

AP thanked all those present for their attendance virtual and in person, and closed the AGM meeting of the CUBC at 2.13pm.

**The CUBC Foundation**  
**Minutes of the Annual General Meeting**  
**Meeting held in a dual mode at the Ely Boathouse and by video conference Sunday 27th November, 2022**  
**immediately following the Annual General Meeting of Cambridge University Boat Club.**

Present

Nicholas Bliss	TCF Chair	NB	Paul Luzio	TCF Senior Member	PL
Annamarie Phelps	CUBC Chair	AP	Oliver Boyne	Men's President	OB
Caoimhe Dempsey	Women's President	CD			
Cameron Spiers	OneClub Secretary	DW	Kate Panter		KP

**In attendance**

Jerry Bailey		JB	Rob Baker	CUBC M Chief Coach	RB
Felix Craig-McFeely	OneClub Sec	FC- M	Harry Fieldhouse	CUBC LM President	HF
Simon Harris	RMB Chair	SH	Morag Hunter	CUBC Senior Member	MH
Howard Jacobs		HJ	Patricia Marsh		PM
Emma Mawdsley		EM	Richard Phelps		RP
Tony Reynolds	CUBC Safety Advisor	TR	Sarah-Kate Roberts	CUBC Fundraising	SK- R
Patrick Ryan	CUBC W Chief Coach	PR	Laura Stewart		LS
Mike Sweeney		MS	Alister Taylor	CUBC Admin	AT
Karen Weimber		KW			

**Apologies**

Tom Amies	TCF Treasurer	TA	Nick Ames		NA
David Cruttenden		DC	Mark Horton	TCF Council	MH
Daphne Martin	CUBC LW	DM	Fiona McAnena	CUBC Branding	FM

	President				
Roger Mosey	VC's Representative	RM	Toby Parnell	CUBC Commercial	TP
Fay Sandford	BRCL Rep	FS	Quintus Travis		QT

AP opened the meeting of the CUBC Foundation at 2.14pm, welcoming all present whether in person or by video conference. She noted apologies from Tom Amies, Nick Ames, David Cruttenden, Christopher Daws, Mark Horton, Daphne Martin, Fiona McAnena, Roger Mosey, Toby Parnell, Fay Sandford, and Quintus Travis. Of those, all but Amies, Martin, McAnena, and Mosey had submitted proxies in favour of the Chair of the Meeting. AP then invited Nicholas Bliss to be Chair of the Meeting of TCF.

**1. To approve the minutes of the Annual General Meeting of the TCF held on Sunday 28th November, 2021.**

The meeting considered the minutes of the 2021 Annual General Meeting of the CUBC Foundation, which were passed without objection as a true and fair record of the AGM.

**2. To receive the annual report and accounts of TCF for the year ended 31st July 2022.**

Due to Tom Amies' absence due to illness, NB presented the annual report and accounts of TCF. NB noted the strategic and long-term role of TCF, and covered the inputs from TCF into the running costs of CUBC. At the current rate of spending ex. TCF, the Foundation's reserves would cover the next 3 years of the Club's running. NB spoke to the ongoing fundraising efforts to move TCF to a position where it could ensure that the Club could run a competitive program in the absence of sponsorship.

**3. To note the resignation of Mr C. Marcus, Ms B. Sykes, and Mr D. Whitaker, as Directors of TCF.**

The resignation of the previous year's student directors was noted, and the thanks of the Foundation for their contribution minuted.

**4. To note the appointment of Ms C. Dempsey, Mr O. Boyne, and Mr C. Spiers, as Directors of TCF.**

The meeting noted the appointment of the above named as student Directors of TCF, and wished them well for the season ahead.

**5. To retain Mr S. Berriman of Chater Allan as independent examiner of the accounts of TCF and to authorise the Directors to agree his remuneration.**

NB proposed that Mr. Berriman be retained as independent examiner of the accounts of TCF, which was approved without opposition.

## 6. Any other Business

As Chair of CUBC, AP noted that the CUBC had received a letter from Laura Stewart (LW 2019 2021) requesting clarification of the process for the appointment of Directors to the CUBC RMB.

SH spoke to the changes in governance in the RMB, and that it had sought to diversify through the implementation of subcommittees in areas such as Competition, Safety, and Welfare. He noted that the Board sought to bring members onto the board and subcommittees where their interests and experiences would support the aims of the Club and the sub-committees.

NB commented on the Club's mix of professional coaches, permanent staff, and a volunteer board which included student Directors. He commented that a full time CEO might be an ideal, but the Club's finances do not permit this. He added that the Club and Foundation need volunteer supporters who will be responsible for the Club and Foundation's welfare

LS asked whether the appointment of Board members by the choice of the Board reduced the variety of board appointees. AP stated that the most recent role on the RMB was advertised and no interest had been forthcoming. She noted that the recent members' survey requested volunteers, and that the Club was working to contact those who had responded in each area. SK added that many of these had indicated that due to time pressures they were not immediately available to support the Club. Howard Jacobs and Mike Sweeney commented that it had not been uncommon in their time as Club leaders that it had been necessary to identify board members and request that they join, as active volunteers had not been available.

DW asked whether it was possible to circulate additional information to increase accountability. S-KR responded that the click rates for CUBC e-mails were the highest of any University mailout. She noted that upwards of 20% of members were unable to be contacted. KW asked whether members could support reaching out to members and encourage them to connect. S-KR noted that due to GDPR those who wanted to subscribe to mailings had to contact CUDAR directly. MH requested the Club note in its mailouts that those individuals' details were missing and to ask as to last known whereabouts.

RP greeted the report as a great success, but requested that the Club add an org chart to the report covering the Club's structure and sub-committees.

PM congratulated all those involved in the leadership and direction of the Club, noting that it was a pleasure to be involved in a Club moving forward.

AP closed the meeting at 2.41pm, and encouraged all those in attendance to remain for a coaches' Q and A session.