

Minutes of the meeting held on the 2nd of February 2022 at 3.00pm (Local UK)

Members Present	Jamie Gordon (JG), Beth Friberg (BF) Narayanaswamy Ramachandran (NR)	
World Triathlon Liaison	Antonio Arimany (AA)	
Board Liaison	Ian Howard	
	Minutes	Action Points
1) Declaration of Interests	None	
2) Absent & Apologies Accepted	Boubacar Gaye (BG) Victoria Brumfield (VB) Adrienne Proseilo (AP)	
3) Minutes of the Previous Meeting	The minutes of the previous meeting held on the 3 rd of December 2021 having been circulated prior to the meeting we proposed by JG as a true record of the meeting and were passed by those present at the meeting.	
4) Matters Arising	None	
5) Financial Update	<p>AA confirmed that the Covid loan had been repaid.</p> <p>AA gave a verbal up date on the management accounts to members of the committee and a discussion was held regarding the main points. AP to distribute next set of accounts in time for the next meeting.</p>	AP to distribute updated set of management accounts.
6) Discuss the following:	a) Establish World Triathlon Tribunal ToR – A discussion concerning the ToR was held and agreed that JG is to liaise with AA and provide an outline policy document by end of March 2022.	JG / IH – Draft by end of March 2022

	<p>b) Continental Confederation Grant Structure and Impact Review – ToR – AA requested that the Committee review the Oceania Continental Confederation with focus on the Contracts vs Activities, interaction with NF’s, the development outlined vs impact and outcomes.</p> <p>c) Update on Investment Working Group – Discussion was held regarding the tender process and the need for a meeting to scope the document and outcomes with regard to the investment policy document adopted by WT.</p> <p>d) Policy Tree – it was confirmed that VB and NR are to liaise with AP and provide an outline of the policy tree with regards to all policies held and report back.</p> <p>e) Standalone code of conduct, conflict of interest, gift policies to apply across all volunteers and staff.</p>	<p>JG / AA</p> <p>AA to arrange a meeting.</p> <p>VB / NR</p> <p>BF / JG Ongoing</p>
--	---	--

<p>f) Any Other Business</p>	<p>Reserves Policy – The EB has requested that the Committee report to them on a suitable level of reserves to be held by WT. A discussion ensued with regards to the definition of reserves, short, medium and long term reserves with reference to working capital requirements and what could constitute long term reserves (investments in stocks and shares and or property etc.)</p> <p>AA discussed WT need regarding short term cashflow aspects, especially given current and recent uncertainty (Covid) regarding incomes and expenditure streams etc.</p> <p>AA and others cited WT reliance on IOC funding cycles and the need to reduce the reliance on this stream of funding over the medium to long term.</p> <p>It was agreed that following the discussion JG would draft a paper outlining the comments of the committee for discussion and publication for the EB. To be concluded by end of March 2022.</p>	<p>JG/AA/ALL</p>
	<p>The meeting closed at 16.10 pm</p>	
<p>g) Date of Next Meeting</p>	<p>Wednesday the 2nd of March 2022 at 3pm UK time.</p>	<p>JG to issue Zoom Invite</p>