

## YCBA Management Board Meeting 9 October 2025

Present: Graham Jepson (President), David Guild (Co-Chair), Nick Woolven (Co-Chair), Pauline Stout, Mark Dunkley, Robin Jepson (Assistant Secretary), Ruth Kerr, Vanessa Jervis

Apologies: Lesley Millet, Ron Millet, Stephen Cordingley

### 1. Quick recap

The meeting covered various operational updates including teaching initiatives, insurance coverage, and the development of a monthly podcast program. The Board discussed organizational matters such as recruitment needs, county management roles, and diversity initiatives, while also reviewing progress on welcome letters and communications efforts. Tournament and event updates were shared, including successful high-level bridge events and the approval of the 2026 AGM date, along with scheduling of next Board Meeting and upcoming Strategy Day.

### Next steps

- [David to write to the EBU regarding insurance coverage for people acting on behalf of YCBA volunteers at events](#)
- [Robin to create a list of County TDs for the website with input from Nick](#)
- [Nick to write a blog about Stuart Davies's service for Facebook and the website](#)
- [Nick to advertise the YCBA Secretary position via Pianola](#)
- [Robin to find and send the Secretary job description to Nick](#)
- [Nick to advertise for the Board position on representing the interests of ethnic minority groups](#)
- [Ruth to review and clarify current Board roles and responsibilities](#)
- [DIEC to develop procedures for option 4 of the complaint investigation process and propose constitutional changes](#)
- [Mark to check with Stephen Cordingley about the continuity of welcome letters](#)
- [Mark to research costs of advertising on Facebook](#)
- [Pauline to organize the Strategy Day meeting at Weetwood Hall on 22 January](#)
- [Mark and Pauline to scope out Easingwold as a potential location for a future Cafe Bridge event](#)
- [David to continue to organise the Zoom Members' Meeting on 16 November.](#)

### 2. Pre-meeting Chat: Bridge Academy Program Updates

Pauline discussed her positive experience with the Academy, where she is teaching bridge to a small group of participants. She mentioned challenges with transportation and suggested promoting the activity to local schools and clubs to increase attendance. Mark and Pauline also discussed the possibility of organizing a "generations evening" to encourage family participation. **Action** : Mark and Pauline to work up

### **3. Management Board Meeting Start at 10.00 am**

David welcomed Vanessa and Graham to the meeting.

Apologies for absence had been received from Stephen Cordingley, Lesley Millet and Ron Millet. There were no declarations of interest.

The minutes of the previous Board meeting were approved and any matters arising are dealt with in agenda items below.

David noted the use of AI for our meeting minutes to improve efficiency, now requiring only minor editing. The Board approved the use of AI for minutes.

### **4. Liability Insurance re DIEC Matters**

Following Ron Millet's paper [see Appendix to these minutes], the Board discussed insurance coverage for diversity and inclusion matters, confirming that while not explicitly mentioned, the EBU Directors' and Officers' liability policy likely provides coverage. As TDs fall within the scope of persons employed by YCBA whose actions might give rise to liability, Robin agreed to list county TDs on the YCBA website. David agreed to write to the EBU about broader coverage for event volunteers. **OPEN**

### **5. Members' Communications**

#### **Podcasts**

Following the successful launch of the YCBA podcasts in September, with the topic of Café Bridge, Mark and Ruth will develop a monthly podcast program, with Mark drafting a rolling schedule of topics and contributors. **OPEN**

#### **Other Members' Communications**

The Board reviewed updates on welcome letters for new members, ongoing communications efforts, and the successful first podcast launch.

They also discussed the YCBA Learn Bridge website and a new EBU map initiative for locating classes and teachers. Pauline to investigate and report back to the Board. **OPEN**

Mark agreed to investigate the costs of Facebook advertising. **OPEN**

### **6. Recruitment to the Board**

The Board noted success in recent recruitment, including the appointment of Vanessa to the Board position representing women's interests and Katie Thorpe to a role assisting the Treasurer, and discussed the need to advertise further for a new YCBA Secretary, with Nick offering to handle the Pianola posting using an existing job description from Robin. They also agreed to include in the advertisement the vacant Board position of member representing the interests of ethnic minority groups. Ruth and Vanessa highlighted the need to understand why people are reluctant to get involved and Vanessa suggested that the adverts should include an approximate personal involvement time in hours per week **OPEN**

### **7. County Leadership Rotation Discussion**

The Board discussed the need for more rotation and fresh ideas in county management roles, with Nick noting that Yorkshire has stable leadership while other counties have more turnover. David suggested implementing a 5-year maximum tenure for principal officers like

Chair, Secretary and Treasurer, with the possibility of moving to different roles afterward, while Mark emphasized the importance of clearly communicating that all positions are open for election at AGMs. The discussion concluded with agreement for Nick and Robin to consult YCBA committees about tenure limits and explore ways to encourage more volunteers. **OPEN**

### **Board Roles**

The group discussed reviewing and clarifying current roles and responsibilities. Ruth to document current roles and use the EBU as a responsibilities template. **OPEN**

### **8. DIEC Leadership and Policy Updates**

Ron has resigned as Chair of DIEC due to poor health. The Board thanked Ron for all his hard work in initiating and running the committee. Ruth was confirmed as the new chair of DIEC.

Ruth and Vanessa presented the DIEC options paper, on the management of complaints about YCBA as an organisation, which had previously been circulated to members. The Board approved Option 4 from the paper, which outlines a flexible approach for investigating complaints internally while maintaining control and independence. David said that the EBU should be briefed as soon as possible on developments, but EBU would not normally not take a critical path role in resolving issues. DIEC led by Ruth and Vanessa to work Option 4 up to Board level procedures and constitution revisions. **OPEN**

They also reviewed progress on club policies and supported club DIEC self-assessment work, which is expected to continue with the assessment of the Selection Committee to be completed before the end of the year. **OPEN**

### **Diversity Training**

The meeting covered progress on diversity initiatives, including the development of a training package and a pilot program to support clubs engaging with underrepresented groups. DIEC committee to work up a preferred method of training. Ruth and David discussed the potential for seeking grants for these efforts. **OPEN**

### **9. Development Committee**

David gave a brief update on the most recent Development Committee meeting of 8 October 2025. Substantial points have been picked up in this meeting's discussion.

### **10. Grants Committee**

The Grants' Committee has now restricted equipment and DIEC support grants to £2,500 over three years and limited teaching grants to the first two years of lessons.

Grant applications have been slow this year.

York BC has a £500 grant for Bridgmate 3 in process.

### **11. Tournaments Committee**

Ruth highlighted the success of the Wetherby Cafe Bridge event and praised the efforts that Mark and Pauline had put into making this event such a success. The event had 80 players, of which 13 were not members of affiliated clubs. Mark and Pauline are considering holding a similar event at Easingwold next.

Nick reported on the success of high-level bridge events, including the Great North Swiss Pairs at Weetwood Hall, which was well-received. He mentioned that Stuart Davies has retired from TD duties but will continue to sit on the Tournament Committee and take entries. Nick then highlighted the success of the Yorkshire League, which now has 58 teams, an increase from last year. He also noted that Yorkshire's B team is leading their division of the Northern Bridge League, but the performances of the A and C teams have been somewhat below expectation. Additionally, Nick reported that the Yorkshire Trophy has seen a significant increase in entries since being rebranded as a Jack High event. David acknowledged the efforts to make tournaments more enjoyable and mentioned the resurrected Brighton conference as a joint Welsh Bridge Union and EBU event.

## **12. 2026 AGM Date and Agenda**

The Board approved the date of the 2026 AGM as 13 June (previously 20 June) as the weekend of the 13th and 14th June will be more convenient for the Yorkshire Festival of Bridge. Nick mentioned that they were still waiting to hear back from Oliver Cowan about booking the Cairn Hotel for the Festival. Nick informed Graham that Stuart Davies had been given a free entry to all YCBA run or hosted Congresses for a year in recognition of his service.

## **13. Members' Meeting on Zoom 11am -2.30pm Saturday 15 November**

David confirmed that a Pianola invite to members has been issued with the day theme as Technology update. Three technology speakers have confirmed. David to finalise the programme and issue a Zoom invite at the end of October **OPEN**

### **Next Meeting(s)**

The Board scheduled two upcoming meetings:

Next Zoom YCBA Board meeting on 18 December 2025 at 11:30 am.

Next Strategy Day on 22 January 2026 at Weetwood Hall. Pauline to organise for 13-15 attendees including committee chairs and Jim Edwards. David to work up an agenda with YCBA Officers.

## **Appendix - Report on Insurances by Ron Millet**

### **YCBA INSURANCE POLICY- COVER FOR INDIVIDUALS**

The Board is concerned that all individuals acting on behalf of the YCBA should be insured..

#### **SUMMARY**

The YCBA and its members when acting on behalf of the YCBA and its activities are covered by a general policy held by the EBU. Our own policy is not relevant to this aspect of insurance.

We are advised to hold a record of all positions and appointments as evidence that an individual is acting on behalf of the YCBA

#### **DETAIL**

The YCBA is covered by 2 Insurance policies. They are

Its own commercial policy, specific to the YCBA activities

A policy issued to the EBU covering its activities and those of all the Counties. The broker has confirmed that this policy is “live” and covers the YCBA though it is not named in the policy.

To quote from a letter issued by the EBU the details of the cover are as follows-

“Directors and Officers insurance protect Directors, Officers and Committee Members in the event that they are sued personally in conjunction with the performance of their company or club duties. This includes negligent acts, failing to act in the club’s best interest or failing to exercise reasonable business judgement.

It protects Directors, Officers and Committee Members for claims made against them for wrongful acts such as:

- Breach of Trust
- Breach of Duty
- Neglect/Error/Omission
- Misstatement
- Any other matter claimed against a Director, Officer, and Committee Member whilst acting on the behalf of the county.”

The actual policy document will be attached to the email that is sent this note

In discussions with the broker I asked ...

”We are concerned to be covered on matters relating to diversity, inclusion and equality which is becoming an increasingly prominent and publicly discussed issue. This would relate to but not be limited to any breach of the 2010 Equality Act. Would you also advise if this would cover legal advice to cover accusations of such breaches.

The response was ...

In theory yes, but obviously I cannot confirm every/any incident would be covered without knowing specifics and even then, it would need to be signed off by the insurer. However, to give some reassurance the cover provided by the policy is very broad and the wording is written in such a way that the vast majority of incidents would be covered, including the type of incidents you might see under the equality act.

We are advised that even though the policy is in the name of the EBU, should there be a claim, we can approach the broker, Jayson Abbott, directly who will handle the matter.

The definition of who is covered was also discussed. To quote from the brokers letter ...

“...provided the tournament directors and administrators have been formally appointed by YCBA or YCBA director/committee member then they would fall into part of the insured person definition. The intention of management liability policies is to protect all of those with a responsibility, so they don’t have to be a director or board member, they could just be part of the County but they happen to have a responsibility that pulls them into the line of fire on a claim and need protection from the policy. The key here is that they have been formally appointed to said role and so I would just suggest you have a record of this to be able to demonstrate their appointment.”

**“Insured Person** means any natural person who was, is or shall be

- a. a duly elected or appointed director, officer, manager or employee of a **Company**,  
or
- b. an individual serving as a director, officer, trustee or governor at the request of a Company  
on an outside entity (non affiliated party) or joint venture”

#### DEFINITIONS

The following definitions are deleted and replaced or amended throughout the Policy  
(Coverage Modules and General Terms and Conditions)

“**Company**” is deleted and replaced with **Organisation**.

**Organisation** means an organisation that has **Not-for-Profit Status** which is a **Subsidiary**  
or the **Policyholder**

**Insured Person** is amended to include (i) a **Trustee** or (ii) a governing body member

**End of Appendix**

**END OF MINUTES**