**Association of Commonwealth Triathlon National Federations**

**Founding Congress**

**25th July 2014, 13:00**

**Glasgow Caledonian University**

**Minutes**

1. **Call to order:** Dr. Sarah Springman CBE called the meeting to order and welcomed all participants in Glasgow on the occasion of the XX. Commonwealth Games.
2. **Appointment of the taker of the minutes:** Dr. Sarah Springman appointed Gergely Markus, ITU Sport Director to take the minutes of the meeting.
3. **Roll-call and Introduction of the participants:** The following individuals were present representing 24 Commonwealth nations (listed in alphabetic order). All attendees introduced themselves.
	1. Australia – David Ferrier, Anne Gripper
	2. Barbados - David Wilson, Adrian Sinckler
	3. Belize - Giovanni Alamilla
	4. Bermuda – Patty Petty
	5. Canada – Luc Landriault
	6. England – Jem Lawson
	7. Gibraltar – Chris Walker
	8. Jamaica – Alan Beckford, Leroy Cooke
	9. Kenya – Harrison Mwangi
	10. Malaysia – Cheah Choon Nam, Melody Tan
	11. Malta – Keith Galea, Dermot Galea
	12. Mauritius – Alain St. Louis
	13. Namibia – Cheryl Young
	14. New Zealand – Graeme Maw
	15. Northern Ireland – Chris Kitchen, Scott
	16. Pakistan – Sanawar Mahmood
	17. Papua New Guinea – Stephen Damien
	18. Scotland – Jane Moncrieff
	19. Singapore – Brian Selby, Daniel Sng
	20. South Africa – Lindsey Perry
	21. Sri Lanka - Sam Wickramasinghe
	22. St. Kitts and Nevis - Winston Crooke
	23. Trinidad and Tobago - Andreas Stüven, David Coetzee
	24. Wales – Beverley Lewis
4. **Apologies:** The following countries sent apologies for not being able to take part in the meeting.
	1. Bangladesh (Mohammed Mahmudul Karim)
	2. India (N. Ramachandran)
	3. Nigeria (Dr Lanre Glover)
5. **Guests:** The following individuals were present at the meeting as invited guests:
	1. Bill Walker – ITU Vice-President
	2. Ian Howard – BTF President
	3. Leslie Buchanan – ITU Anti-Doping Director
	4. Gergely Markus – ITU Sport Director
6. **Minutes of the last meeting (September 2013, London):** The minutes were approved unanimously, as circulated, before the meeting with some a notification of one spelling mistake (Patty Petty instead Patty Pretty).
7. **Business & Communications concerning the 2014 Commonwealth Games**
	1. Dr. Sarah Springman presented a review of the Commonwealth movement in general and related to triathlon. It was highlighted that triathlon is not represented among all the nations of the CGF.
	2. The key values of the Commonwealth Games Federation are humanity, equality and destiny.
	3. The history of triathlon on the Commonwealth Games:
		1. 1990 – Auckland - demonstration event
		2. 2002 – Manchester - men/women individual
		3. 2006 – Melbourne - men/women individual
		4. 2014 – Glasgow – men/women individual, mixed relay
	4. Review of the individual event in Glasgow – it was unfortunate that a big percentage of the field was lapped in both women’s and men’s field. The members urged ITU to find solutions so that this would not happen in the future. This discussion continued after the elections took place.
8. **Proposal of the ACT Constitution**
	1. Discussion:
		1. After the last meeting in London 2013, a working group was formed to develop the constitution. The direction was to keep it as simple as possible. Dr: Sarah Springman thanked the members of the working group for their contributions.
		2. On behalf of the working group, Jem Lawson informed the meeting that the direction proposed is to have a simple format of association, even if there are some restrictions coming with it. In case the ACT would be incorporated, it would require more extensive administration.
		3. Dr. Sarah Springman highlighted the main parts of the proposed constitution – no fees, a management committee with elected President and Treasurer, as well as an appointed Secretary General. Another three members would be represented in the Executive Board, where emerging National Federations are encouraged to nominate representatives.
		4. There was a discussion and consensus among the members present that they have the quorum to vote on the constitution. Discussion: What has to be the quorum about accepting the document or making any change on it?
		5. It was agreed and amended in the constitution that a member has to be the member of ITU and/or a member of a CGA, which had the consequence that Great Britain would be represented by England, Scotland, Wales, Guernsey, Jersey and the Isle of Man, whereas Ireland would be represented by Northern Ireland.
	2. Decision:
		1. The new ACT Constitution was accepted unanimously with the proposed changes.
9. **Elections**
	1. Leslie Buchanan and Gergely Markus were appointed as scrutineers.
	2. Nominations were made from the floor:
		1. President (1 to be elected):
			1. Dr. Sarah Springman CBE – elected with unanimous vote
		2. Treasurer (1 to be elected):
			1. Luc Landriault – elected with unanimous vote
		3. Members (3 to be elected):
			1. Alan Beckford (JAM) – elected with 20 votes
			2. David Ferrier (AUS) – elected with 14 votes
			3. Jane Moncrieff (SCO) – elected with 15 votes
			4. Alain St. Louis (MRI) – not elected with 9 votes
			5. Sam Wickramasinghe (SRI) – not elected with 11 votes
10. **Any other business:**
	1. A lengthy open discussion was held with various input on the following topics:
		1. course designs and lapping rule,
		2. application of branding rules on equipment and uniform,
		3. development opportunities for emerging nations
	2. The conclusion was referred back to the newly elected Management Committee to work with the ITU staff and various parties to resolve them.
	3. It was agreed that
		1. there will not be a meeting of ACT member NFs in Edmonton, although the MC would attempt to meet to advance the development of the strategy, with some members attending virtually, and
		2. the date/place of the next meeting would be announced to the members on timely basis.

The meeting adjourned at 15:00.

Minutes prepared by Gergely Markus, Sport Director, completed 27th July 2014.

Minutes reviewed by Sarah Springman, 28th July 2014, Jem Lawson, 28th July 2014

Minutes circulated; 28th July 2014