



Minutes Board meeting / Protokoll styrelsemöte Svenska Cricketförbundet, 06/2017

Date and place / Tid och plats

6th of September 2017 at 18:30, SCF Office

Present members / Närvarande ledamöter

Shahzeb Choudhry, Javed Ahmed, Tariq Zuwak and Marcus Hellqvist, also Ulrika Lingslunde, CEO as adjunct board member (no voting)

1. Review of senior and youth league (Things to do, umpiring fines, walkover fines, and umpiring payments) [Javed]

Many teams have given WO and many teams have also not-shown up for umpiring duties. Some umpires have still not uploaded scorecards.

Action

- **League committee** to send out a final reminder/warning on uploading scorecards.
- **League committee** to compile list regarding fines for WO and no-show of umpiring for the league committee members respective league responsibility and send to Secretariat. Deadline 20th September.
- **Secretariat** to look into if it is possible to pay umpire payments directly to individuals.
- **Secretariat** to manage payment and invoice according to list from the league committee and based on input from RF.

Status of youth league. Since Malmö CC was not contacted by responsible board member and included in u17-league as decided at previous board meeting, the Malmö CC will need to travel to Stockholm to play the games as soon as possible. Malmö CC has stated they can only arrive in Stockholm on the 23-24/9.

The board decided to pay for their transportation, to a maximum amount of 10000 (receipt needed). If Malmö CC reach semi-final and final, SCF will pay for cost for another trip to Stockholm (maximum 10 000 SEK) for the following weekend.

It should be stressed to Malmö CC that they must have enough adults to accompany their team and that Malmö CC will take the costs of all other local expenses (transportation, food) etc.

Action

- **Tariq** to immediately contact MCC regarding board decision on youth league



2. League 2018, things to do and responsibilities [Ulrika]

The already formed Working Group relating to SCF structure on league/national team will evaluate the 2017 season in consultation with the League Committee. The working group will then involve people with different perspective of Swedish cricket, as well as from RF. The aim is to have finished the evaluation of the 2017 season in September/October, develop a suggestion of a possible amended structure for 2018 by October/November.

Aim is to have clubs decide on if they want to participate in 2018 league by November and fixtures for 2018 to be finalised by November/December in order for clubs to have time to book grounds, plan travel and for SCF to assign umpires and order balls etc.

Above time frame except the indoor SM, see agenda point 3.

Action

- Finalise members of Working group on League and national team and initiate the work of the working group (**Ulrika**)

3. Information on Indoor league and indoor SM-veckan [Ulrika]

Secretariat reported on the status and progress of SM-veckan. It will be held in Skellefteå during week 12 and cricket will play their matches on 21st of March. The hall is yet to be decided by Skellefteå but both hall options have been approved by the secretariat (Azam) during site visit in Skellefteå.

The indoor league needs to be planned and organised in September/October (participating teams as well as game schedule). Fixtures to be finalised and released 30th October at the latest. This is because the teams involved have to receive information on what is required if they qualify for SM-veckan in terms of accommodation and travel, but also about rules and arrangements. If teams from the southern parts of Sweden qualify, they will need to book flights in time because of the pressure on traveling to Skellefteå during SM-veckan as well as vacant accommodations.

As much as possible must be completed before January 2018 because the matches are played mid-week and many will have to take a day or two off from work or school.

In order to have a clear communication and be able to respond to questions arising from the communication it was decided that the Secretariat, which is responsible for the planning and implementation of the league, will be responsible for communicating the details and practicalities of the events. Tariq wanted the meeting note to specify that he disagrees with this decision and does not want the secretariat to communicate, but wants to do it himself.



Action

- **Secretariat** together with league committee to take lead on the planning of indoor league and the semi-finals and Finals at Indoor SM veckan. Fixtures to be finalised and released 30th October at the latest.
- **Secretariat** to communicate to clubs the necessary details of SM-veckan and Indoor league

4. Indoor league [Ulrika]

Agenda-point was combined with point 3.

4. Review of DC, status of current complaints [Marcus]

Marcus presented an overview of the complaint for 2017. During the year there have so far been 15 filed complaints. Two have been appealed to Riksidrottsnämnden (RN), of which one have received a final verdict from RN in favour of the original DC-decision and the other is still pending decision from RN

The new DC structure has been a great success, both in terms of documentation, effectiveness and neutrality. Board is very happy with the work of the DC. There are room for improvements in the link between once a decision is final (i.e. after 4 week appeal period or after final decision of RN) and the punishment implementation of the league committee and secretariat.

Action

- **Secretariat and Marcus** to look into finding a structured process regarding implementation on DC decision

5. DC, suggestion of expanding to umpire committee, applications from committee [Marcus]

Marcus together with DC proposed to expand the DC to become an independent umpire committee, taking over the general responsibility of umpiring, scoring, while continuing with the Disciplinary routines as now currently in place. This DC's initial suggestion include to start with:

- create a database registering all umpires and scorers This would also mean developing routines for Umpires and scorers, with their qualifications for grading
- Establish relevant contacts with and other relevant bodies, such as the Danish Umpire and scoring association, ICC, ECB, etc.
- Organise, pending budget, further educational courses for qualified and unqualified officers
- Aim is to have UC assign officers to scheduled matches for league 2018.



Action

- **Marcus** to give DC go-ahead to jointly start developing a more detailed structure for a future board decision.
- **DC** to start developing a more detailed system for a new UC for board to decide upon during 2017. Aim is to have UC system in place for next league and a working solution to be decided upon during 2017.

7. Induction of new board member - replacement of Zalmay [Marcus]

The board is lacking at least one board member to be able to manage the tasks, it is necessary to have someone from the south represented. According to stadgar the board can decide to bring in an adjunct board member (no voting right). A Discussion on potential candidates was held. Javed suggested Faridullah Khawri from Kristianstad CC and the board unanimous agreed to ask Faridullah Khawri of interest of joining the SCF Board.

Action

- **Javed** to ask Faridullah Khawri if he is interested to as replacement (adjunct) Board member.

8. Info on sponsor deal with Svenska spel [Marcus and Ulrika]

Marcus and Ulrika informed of the new finalised sponsor deal with Svenska Spel "Rörelsesatsningen: Framåt för fler i rörelse". It is a joint-sponsor deal together with Svenska spel and RF. The "partner & sponsoravtal" is valid from now until 31st of May 2020. The sponsor deal is in in total worth 225 000 SEK for SCF. The funding is 75 000 SEK/year and will be paid in June every Year. For 2017 and 2020 it's half the amount (37 500 SEK).

To be approved for this funding, an activity plan, with 16 different activities, have been presented and sent to Svenska Spel. Most of these marketing activities will be connected with our finals in SM-veckan. The activity plan will be sent to all board members.

It was decided that the sponsor money for 2017 would be used for youth activities in order to comply with the purpose of Svenska Spel's theme "Framåt för fler i rörelse."

9. Internal audit [Ulrika]

It was unanimously decided to assign our internal auditor Sadat Sadiqi to make to an internal audit for the period 1/1-30/9, ahead of joining RF Ekonomi-system (se agenda point 17).



Action

- **Secretariat (Ulrika)** to contact Sadat. Treasurer to naturally be involved in the process

10. Eric's email about Elite relegation [Javed]

The whole board agreed with Eric's general suggestion of looking into having balanced groups. However, it was agreed that balancing Elite league groups will have an impact on lower divisions. For example if we only relegate one team from South elite 50 group, the division 1 groups will become imbalanced. Even if this was very unfortunate the board believe? that rules shall not be changed in mid-season/after season. No other federations does that and changing the relegation system, as suggested at this stage, would result in follow on consequences in the lower leagues, with relegation and promotion of teams being changed in div 1, 2 and 3. In order to be "consistent" with similar "league management" in all divisions, it would further require similar after season "balancing" in the other divisions and formats that would result in SCF again having to change which teams have been relegated and elevated.

The board understand Malmöhus CC complaints, and will continue to try to ensure balanced groups in all formats, but thinks it would be unfair to change at this stage. The general position of most of the Board is in addition not to change rules mid-season, the board decided not to support the suggestion but instead to keep the current league rules regarding promotion/relegation rules for 2017 Elite divisions south

Tariq wanted the minutes to note that he is in favour of changing the rule at this stage and also to change which teams then are relegated and elevated in all divisions.

Action

- **League committee** to communicate decision to Malmöhus CC

11. Update of budget status/Economy report [Ulrika]

Secretariat briefed the board of the status of the budget and economy report as sent before the meeting. The board was satisfied with the status and no complaints or questions from the board were asked.

12. Review of office planning for coming months and 2018 [Ulrika]

Secretariat presented the plans for coming months and 2018 (the planning document was sent to board beforehand). This information will also be communicated and discussed with the clubs, for instance during the 7 regional developing meetings with the clubs (utvecklingsträffar).



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The board suggested updating the plan with indoor activities for girls (pending funding), the U13-league from Stockholm CC (see below) and the suggestion from Rajan Sharma on over 40 tournament/league 2018 (see below).

Stockholm CC asked to get an U13-tournament sanctioned as an official SCF league

Rajan himself asked for SCF acceptance to look into starting a +40 year tournament.

Action

- **Secretariat** to update plan and communicate the planning in an adequate format and encourage clubs to contact secretariat if they have ideas on events or leagues for SCF to sanction.
- **Board** agree to sanction SCC U13-league and the possible +40 year tournament
- **Secretariat** to inform the responsible clubs of the decision and wish them luck in implementing the new leagues/tournaments

13. Information and discussion on the forthcoming regional meeting with clubs [Ulrika]

The regional meetings will be in 7 places from North to South. Each meeting will have the same agenda and will be documented. Each meeting will take 3 hours and will be during weekday evenings. The clubs will be recommended to come with more representatives than only members of the board. SISU/RF and the secretariat are putting down an agenda and are contacting the cricket contacts in the distriktsidrottsförbunden.

Action

- **Secretariat** to present a detailed agenda for these meetings at the next board meeting.

14. Invoice from Karlskrona CC to SCF [Javed]

The Board decided that Karlskrona CC needs to show a valid receipt for invoice, (the mat is already financed by SCF), before any payments can be done. In addition no payment can be done to a personal account as is the case with this "invoice".

Action

- **Treasurer** to inform Karlskrona of board's decision

15. Working combination between office and board and board members itself [Javed]



It was again emphasised that the general roles of the entities should be that the board focuses on strategic issues and the secretariat focuses on operative issues and is in charge of day-to-day business and administration.

A discussion was held on the working combination and the Board decided to look over the current "arbetsordning" of the secretariat for possible revision, since SCF now has an office which was not the case when the previous "arbetsordning" was decided.

It was unclear whether the previous board formally decided to have the role of SCF CEO as an adjunct board member (no voting rights). Therefore the Board decided that the CEO of SCF [Ulrika Lingslunde] should be adjunct board member (no voting rights) in order to better facilitate the work and communication between the secretariat and the Board.

Action

- **Secretariat** to send a suggestion on updated Arbetsordning together with role descriptions for the CEO and club development manager.

16. Status on Idrottslyftet [Ulrika]

The secretariat reported on the status of Idrottslyftet, administrated by the secretariat, which also is responsible for judging and approving applications. At present, 6 + 1 (one not approved yet) different clubs have applied for funding by Idrottslyftet.

Since the clubs this year are applying for mostly material the secretariat suggested that a re-allocation of 24 000 from both the pool of Föreningskunskap and the pool of Ledarutveckling be made to Pool of Cricket material made. The Board agreed and decided so.

The board also decided that reminders again should be sent out to ALL clubs to ensure they apply to the funding that is left and that the Secretariat continues its good support for clubs in assisting them in practicalities on how to apply.

Action

- **Secretariat** to re-allocate of 24 000 SEK from both pool of Föreningskunskap and pool of Ledarutveckling to Pool of Cricket material
- **Secretariat** to send out reminder to all clubs of the opportunity to apply for funds from idrottslyftet.

17. RF Ekonomi [Ulrika, Tariq and Marcus]

The secretariat had during the year initiated a dialog with RF Ekonomi who helps other sport federation with their accounting and bookkeeping. The Secretariat had sent



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material of the proposal ahead of the board meeting. In addition, Ulrika, Marcus and Tariq had met with RF Ekonomi to in more detail discuss the proposed cooperation. The main arguments was that this will give SCF

- Professional management and skills about economics relating to sports federation
- A neutral party dealing with the economy
- Stability - The bookkeeping will always be handled - regardless of holiday, illness, etc.
- The tools are more systematic

The operational daily management will still be maintained by the secretariat, however the agreement with RF will the SCF and secretariat with:

- Verifications
- Customer and member invoices
- Supplier invoices
- travel expenses
- Fees / wages
- Reports to the Swedish Tax Agency
- Player licenses (if it will be introduce in the future)
- Annual review (årsbokslut)
- be knowledge support to the secretariat

The Board unanimously agreed that SCF should sign the agreement with RF Ekonomi and use RF neutral services. The aim is to have RF as a partner by 1 October 2017.

The board also unanimously, decided to use the digital accounting service provided by RF, which means that all documentation can be digitally verified and attested.

Action

- **Secretariat** to inform RF of the decision and have RF Ekonomi draw up legal agreements according to previous communication and discussions.

18. Firmateckning [Javed and Ulrika]

A discussion was held regarding firmateckning and having an efficient management and process of SCF. The constitution states:

Kap 1 6§

- *Firmateckning beslutas av förbundsstyrelsen*
- *Styrelsen har rätt att delegera firmateckningsrätten till två styrelseledamöter gemensamt eller till en eller flera särskilt utsedda personer.*



- Den som genom delegation fått fullmakt att företräda klubben ska återrapportera till styrelsen

In order to follow the aim of the board being on a strategic level and secretariat being operative and handling the day-to day business it was deemed necessary for secretariat to have firmateckningsrätt in order to be able to efficiently deal with day-to-day business.

In order for the efficient flow of SCF it was decided that the board members continue to have firmateckningsrätt, since all board members are mutually responsible for running SCF. In addition it was stated that firmateckning requires TWO persons for it to be valid, this to avoid one person being able to make decisions without anybody else knowing about it.

Board decided to in addition grant assign /CEO to have firmateckningsrätt. Two persons are required to make decisions regarding firmateckning. Tariq opposed and wanted only himself and a board member or only himself and CEO to have firmateckningsrätt.

Action

- **Secretariat** to draw up documentation on firmateckning according to board decision

19. CricHQ (Shahzeb)

Shahzeb informed of contacts with CricHQ as a possible scoring alternative in the future

20. Embassy match (Shahzeb)

The yearly match between an SCF team of players and an Embassy X1 will be played on Gärdet 23-24th

21 Attestordning [Javed and Ulrika]

A discussion was held on attestordning (attest=right to sign payments for SCF). SCF have compared to other similar sport federations a very low threshold level before a double signing is necessary (sums over 10 000 SEK need two signatories and three signatories are required for sums above 50 000 SEK).

The new RF ekonomi accounting system (see agenda point 17) will in addition mean that all purchases will be checked twice, regardless of amount, once "sakgranskas" by the purchaser and then attested by designated attestors (see further down), for amounts over 10 000 an additional signature from any one of designated persons with attesträtt is required).



The Board had already unanimously agreed on the issue of attestträtt and attestordning 5 months ago on board meeting on the 18 May April 2017 (all 5 board members present):

“2. It was decided that Shahzeb Choudhry, Tariq Zuwak and Ulrika Lingslunde will have full access to the SCF account(s) and all payments over 10 K will be made with two signs while all payments above 50 K will require all three signs. It was also decided that we will start with these limits (10K & 50K) however if board will think that its difficult to implement or creating problems then these limits can be increased in coming board meetings.

Most of the board still feel these levels and procedure is a balanced way of allowing the secretariat to be able to administer all day to day business and the board to have enough risk control. The new system with RF strengthens the system, with an additional person fact checking all invoices and payments.

It was highlighted during board meeting that ALL transactions, invoices etc are and have been fully available at any given moment to treasurer, Chairman or CEO and nothing prevents anybody from controlling the economy or ask any clarifying questions.

Board decided to sustain the already unanimously set levels of attestordning and persons who can sign SCF payments as decided at board meeting 18 May 2017. Tariq opposed and wanted all transaction regardless of amount (1 SEK and more) to be double attested by two persons of which he should be one at all times.

Action

- **Secretariat** to provide RF ekonomi with these thresholds and individuals with attestordning.

22. Terms of Membership [Ulrika]

A discussion was held on updating the terms of membership to SCF according to suggestion of Secretariat, RF legal team and previous input from Marcus. Regarding possible threshold levels to raise the maturity of new clubs, this can only be done by updating Stadgarna (AGM-decision)

Action

Secretariat to get help from RF legal team regarding the definition on "aktiviteter" before the board can decide on revised medlemsvillkor/terms of membership.

23. Extras

23(a) Question from GCC on eligible player. One of GCC's players injured himself (doctors proof have been presented) in June, and have thus not been able to play the required number of matches to be eligible to participate in the final. Since injury is not covered in league rules regarding eligible players for final, the Board decided to, in



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the spirit of cricket, allow the injured player to play. Board will look into possibly updating the rules to be clearer.

Action

- **League committee** to inform of decision

23b Question from Jönköping CC on whether they could use players from other formats, due to the fact that the t20-team players had left the club or moved, otherwise they could not field a team. The board discussed the matter, also bearing in mind the late date for the final and decided to in the spirit of cricket ensure that if it was ok with opposing team allow the players to play

Board decided that due to the circumstances, if the opposing team agree, then the players can play in the spirit of cricket.

Action

- **League committee** to inform of decision

23(c) Question from Helsingborg CC regarding result of match cancelled due to rain / Javed what was this about some rained off match?

Board decided to let umpire decision at game day stand.

Action

- **League committee** to inform of decision

23 (d) Question from Tigers on whether SCF would cover their travel expense for forthcoming Finals. The Board decided to allow Tigers to have travel expenses reimbursed according to the standard level 18,50 SEK/ 10 km.

Action

- **League committee** to inform of decision

Marcus Hellqvist

Shahzeb Choudhry