

	<b>President:</b> Paul Dickenson <b>Chairman:</b> Arthur Kimber <b>Honorary Secretary:</b> Bridget Cushen <b>Treasurer:</b> David Oxland  <b>Website:</b> bmaf.org.uk	<b>Affiliated to:</b> World Masters Athletics European Masters Athletics
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Minutes of the 44<sup>th</sup> Annual General Meeting held on Saturday 25 August 2018 in the Olympic Suite, 1<sup>st</sup> Floor, Alexander Stadium, Walsall Road, Perry Barr, Birmingham B42 2LR at 18.00.

**Present:** Chairman - Arthur Kimber (SCVAC)  
Vice Chair, Policy & International Affairs & Race Walking Secretary - Ian Richards (VAC)  
Hon. Secretary & Minutes Secretary – Bridget Cushen (SCVAC)  
Hon. Treasurer – David Oxland (MMAC)  
IT Manager – Peter Kennedy (VAC)  
Cross-Country Secretary – Mel James (WMAA)  
Co-Opted Track & Field Secretary – Maurice Doogan (VAC) from 19.00

17 members as per the Attendance Sheet.

### **Welcome and Opening of the AGM**

The Chairman welcomed all present to the AGM.

#### **1. Apologies for absence**

Apologies were received from the Road Running Secretary Walter Hill, Overseas Entries Coordinator Peter Duhig, England Athletics Masters Association Chairman Harry Matthews, the SWVAC, and Pam & Eric Horwill MMAC.

#### **2. Adoption of the Minutes of the 43<sup>rd</sup> Annual General Meeting held on Saturday 24 June 2017**

On Page 1, delete Barrie Williams and substitute Barrie Roberts.

Proposed by Barrie Roberts, seconded by Archie Jenkins, that the Minutes be signed.

#### **3. To Adopt a Report from the following Officers:**

##### **a. Chairman – Arthur Kimber**

The Chairman said the period since the last AGM has been a long fourteen months and a very busy time with events at a wide range of venues. At the European Championships in Aarhus, Denmark, in August 2017, British athletes won a total of 208 medals, 93 gold, 63 silver and 52 bronze. The Championships were not as well organised as at the same venue in 2004, as there were many inexperienced Officials, but there were brief and useful Team Managers Meetings.

At the European Indoor Championships in Madrid in March, there was a record British entry and the team secured second place in the medals table with 188 behind Spain 303, and ahead of Germany in third place 179. Two World Records were set, W55 Wendy Laing a 1.55 high jump and the 4x200m relay team of Helen Godsell, Carole Filer, Jane Horder and Caroline Powell in 2:00.37, beating their own record, 2:02.39, set in Torun in 2015.

At the European Non-Stadia Championships in Alicante, Spain, in May the British team took fourth place in the medals table behind Spain, Italy and Germany.

We nominated W70 Angela Copson and M55 Guy Bracken for the awards of Best World and European Master Athletes. Angela was successful in winning the European title and she was presented with her Trophy at the Indoor Championships in Madrid.

All the research projects in which we have cooperated with University Departments, Birmingham University, King's College, London and St. Georges, London, have attracted considerable numbers of our athletes, to their benefit and to the advancement of medical sciences. Manchester Metropolitan

University has produced a draft report booklet on its findings and asked us to review it and comment before the report is finalised.

The Chairman informed the AGM that Paul Dickenson did not wish to continue as President due to ill health. He thanked him for his contribution over the years. The AGM wished Paul a complete and speedy recovery.

We welcome Gary Leek, who has been appointed as the BMAF Communications Manager. Gary is a M55 sprinter, a coach and is Head of Communications at Edinburgh A.C.

Questions were asked from the floor on the availability of the official BMAF Clothing. The vests are available and our Supplier, Vince Wilson, will also be in Malaga with a supply.

Chairman's Report was circulated and accepted.

b. Vice-Chair Policy & International Affairs, and Race Walking Secretary – Ian Richards

The Vice-Chair circulated his Race Walking Report. He said the challenges facing men's Race Walking in the UK have not been resolved and we continue to strive to organise Walking for Masters against a difficult background of declining numbers of Seniors to come into Masters. The situation for the ladies however is more promising. He noted that there only 34 Walkers competing here whilst there are 36 in the Pole Vault.

The National 10km, for All Ages, in Coventry ought to be one of the best attended events in the UK Walking calendar, but had 8 men and 14 ladies finish.

We had a team of 12 at the European Indoor in Madrid in March where we won 3 individual and 3 team medals. 16 Walkers competed in the European Non-Stadia Championships in Alicante, winning 11 medals in very warm weather – 3 individual gold; 5 bronze, 1 silver and 2 team bronze and we have 35 going to the World Championships in Malaga, including three Olympians. Domenic King competed in London 2012 and in Rio. Lisa Kehler in the Barcelona and Sydney and won a silver medal in the Manchester Commonwealth Games. Ian himself competed in Moscow. Daniel King will join his twin brother in Malaga, they are both training for the Tokyo Olympics and only just qualified for Masters age.

We held six Race Walking Championships during the year, three in the Midlands, two in the South and one in the North West.

c. Honorary Secretary – Bridget Cushen

The Hon. Secretary reflected on another busy and exciting year; the increased workload on all Officers and the introduction of more stringent General Data Protection Data in May. On the advice of our IT Manager, Peter Kennedy, we are now registered with the Information Commissioners Office (ICO) to benefit from their advice.

She and Walter Hill attended a Seminar on Governance in Sport at the London offices of the legal firm Moore Stephens in March. A copy of the brochure on Governance in Sport was requested by European Masters Athletics who are revising their Constitution.

We congratulate our many members who broke national, European and World Age Group Records during the year. The European Masters send a Diploma to any European athlete who breaks a record and she was delighted to report that this past year was a particularly busy one.

Prolific record-breaker Angela Copson (MMAC) was awarded World Best Female Distance runner of the Year and also the European Masters Best Female Athlete Award.

It is with regret that we have to report that one of our active members, David Burrell (EMAC) received a 4-year Anti Doping provisional suspension from 18 October 2017 until midnight on 17 October 2021. According to UK Anti-Doping he had "refused, without compelling justification, to submit to sample collection after notification of testing".

She thanked Clubs, Race Organisers and Volunteers who helped to promote our various Championships during the year.

She reported that Data Protection Professional, Alex Rowe, NMAC, has now been appointed as our Information Processing Officer with responsibility for the demonstration of BMAF accountability for GDPR, and recorded her thanks to our long serving Hon. Legal Adviser, Walter Nicholls, to who we owe so much.

BMAF IT Manager Peter Kennedy has taken on the extra task of emailing you all when the latest issue of Masters Athletics is available.

Since our last AGM, Hazel Rider, a former key member of the BMAF Council and a founding member of the Women's Veteran Athletic Club that later merged with the SCVAC, Mary Wixey, MMAC, John Howe and Denice Grist from WMAA and ultra distance man Don Ritchie MBE, SVHC have sadly all died.

d. Hon. Treasurer – David Oxland

The Hon. Treasurer reported that we made a surplus of £11,900.

The Overseas Fund ran at a loss last year as he was unable to get the fees from the host country. With the help of Peter Duhig, that has all now been resolved. He said we are in much more robust health now, and the overseas account is expected to stay in profit.

He has stopped naming the Banks or Building Society for security reasons.

At the last AGM, a request was made by a Member to give full detail of all costs of hire of tracks; hotels, ambulances, Officials etc. This would have entailed the Hon. Treasurer in a huge amount of extra work. The Member then offered to help; this help however has not materialised. However the required analysis has been provided.

Responding to a question from the floor, the Hon. Treasurer confirmed that we only paid for the medals at our 10km Road Race. The race made a profit of £183 for the BMAF.

A question of membership, Peter Kennedy confirmed that the numbers are going up.

Hon. Treasurer's Report circulated and accepted.

e. Cross-Country Secretary – Mel James

Mel James reported that he takes the Cross-Country Championships to all areas.

The annual Relay Championships in October were held in West Park, Long Eaton for the third consecutive year attracting a record 140 club teams. Following the 2016 event, there was a debate on whether or not to reduce the composition of our younger men's teams. The current format of teams competing over 5 stages for the 35+ and 45+ men's races was debated, with a suggestion of reducing them both, to consist of 4 stages per team. After discussing the implications and the impact of a change, with organiser Rob Fox, we decided to review the entries for the 2017 event and should the team entries received show a substantial drop in entry numbers, we would then reduce them to the suggested 4 stages per team for the following season (2018). The decision not to make a hasty change swayed by opinions was verified, with 30 teams entering the 35+ and 22 teams entering the 45+.

He thanked Rob Fox and his team at Long Eaton for another successful event.

The British and Irish Masters Cross-Country International was hosted by NIMAA at Gransha Park, Derry in November. This was the 30<sup>th</sup> staging of this competition and a fitting venue in this historic city. A warm welcome was given to the visiting teams by our Northern Ireland hosts and our thanks were conveyed to them for their organisation of the event.

Although they were seriously challenged by the Irish teams within some Age Groups, England once again retained the overall Shield by winning the majority of Men's and Women's Age Group teams. Amongst many notable performances, England's Nick Rose shone; winning his M65 Age Group by a considerable margin and the ever present Angela Copson obtained her 10<sup>th</sup> consecutive Age Group win.

EAMA organised their second Inter-Area Cross Challenge at Bournemouth on the 25<sup>th</sup> November, a week after the B&I International. It was won by SWVAC, with 5 Areas competing. Best aggregate

performances were from older Masters; Peter Giles (VAC) obtained an excellent 90.48 %, fresh from his England International performance where he narrowly lost out on a Gold medal by one second. Penny Forse (SCVAC) produced an even higher 93.5% to win the women's aggregate.

The BMAF Cross-Country Championship was held in Scotland in March and the small town of Forres gave us a real Scottish welcome. Besides the BMAF contested medals, all the Age Group winners received a specially labelled whisky provided by the local distillery, with every entrant also taking home a souvenir of local made shortbread.

f. Road Running Secretary – Walter Hill

As the Road Running Secretary was on official duty at an International event, Peter Kennedy spoke on his behalf. All Road Races were a great success, we are getting increased numbers. 150 in the 10km at Stoke, 125 travelled to North Wales for the 10 miles and 232 entered the 1-Mile in London in May.

The project on raising the profile of Masters running by England Athletics has been a great success and Walter is delighted to record that we have been instrumental in that success and he anticipates a large entry for the Marathon in Chester that we share with England Athletics.

g. Co-Opted Track & Field Secretary's Report – Maurice Doogan

Maurice Doogan reported on the large entry at the Indoor Championships and his worries on the lack of Officials.

He is now putting in place arrangements to organise our own Grade 1 Officials Courses so that we get our own Officials. He will be contacting our Clubs.

He has had problems during the year, finding suitable tracks and getting enough Officials. He reported that there had been financial losses but they are being reignited back.

h. BMAF IT Manager – Peter Kennedy

Peter Kennedy said the following activities are a normal part of the IT Manager's role:

Management of OpenTrack developments. Maintenance of website fixtures, results, photos, records, contacts lists.

Management of all Championship entries – production of competition files, UKA registration checks, liaison with race organisers/scorers

Introduction of new technology, for instance Smartphone time recording of races as supplement to paper recording when chip timing is not available.

Refinement of scoring systems, such as ones for the Inter-Area track & field championships and the new inter-area cross-country.

Accounting of competition entries, membership payments, Masters Athletics subscriptions.

Production of address lists for printed copies of Masters Athletics. OpenTrack user support. Area Club Membership Secretary support. Production of monthly statistics of BMAF Area Club membership.

Mass communication to members regarding their OpenTrack data, benefits available to members and details of future events according to their athletics interests.

With increased numbers entering BMAF events, the peak demand for help from the user support team just before competition entries close has increased but he has had additional assistance this year from Alex Rowe, Courtney Gunn and Ada Stewart to cover this work.

On membership, he said at the end of 2017 there were 4,828 confirmed members of Area Clubs, with a total of 5,088 memberships between them. This represents a decrease of some 70 members over 2016. Membership levels throughout the year have big fluctuations because of the annual membership renewal process. There are signs of significant increases in membership in 2018.

72% of all members have used OpenTrack, an increase of 4% over last year, but in four clubs it is at 89% or higher.

### BMAF OpenTrack System

The development of the membership and competition entry functions in OpenTrack has largely stalled this year, due to OpenTrack Ltd's focus on other high-paying customers such as European Athletics and 6 European national athletics federations, but there are significant benefits coming to us with this work at no extra cost:

General track & field competition scoring system, with automated links to photofinish and field card recording equipment

Team down-aging function for use in BMAF Road Championships

During the next six months, the scoring capabilities will be expanded to cover the BMAF Road Championships, the Cross-Country International and the Inter-Area Track & Field competitions.

It is also planned to enforce UKA registration at the time of competition entry, as soon as UKA have completed some technical improvements to the registration databases for England Athletics and Welsh Athletics. There will need to be a lot of communication to members so that unregistered members don't try to enter competitions without first sorting out any registration issues in good time for the competition entry.

There is now page relating to Data Privacy on the BMAF website, which includes the link to the OpenTrack data privacy notice, which was published on 25<sup>th</sup> May, the date that GDPR came into effect throughout Europe. No changes were required to the OpenTrack design or to the way the data in OpenTrack is used at present for membership and competition management and communications with members. The BMAF have voluntarily registered with the Information Commissioners Office and Alex Rowe, our information processing officer, has sent a note to all area clubs clarifying their responsibilities. The BMAF is planning to obtain a "Cyber Essentials Certificate" as evidence that the athletes personal data is properly protected, and is investigating the possibility of insuring against data protection risks.

### BMAF Communications.

All BMAF mass communications are now being delivered via the Mailchimp service. We are now making much more use of this service to keep Area Club members informed of future events and together with the publicity in Athletics Weekly, this is helping to raise the numbers in the Road and Cross- Country Championships. Gary Leek was recently appointed the BMAF Communications Manager and he has started by taking responsibility for interaction with members via the various forms of social media.

He said he will not be able to help athletes with registration in future.

#### i. Overseas Entries Coordinator – Peter Duhig

Passport ID is becoming less and less of an issue as we increase the number of athletes properly registered on Open Track.

We had 372 entries for the European Masters Indoor Championships in Madrid in March. Therefore a return of €3720.00 was paid promptly to the BMAF. A disappointing 113 athletes entered the Non-Stadia Championships in Alicante in May.

We have a massive record entry of 704, 221 Women 483 Men, entered for the World Masters Athletics Championships in Malaga 4-16 September. Additionally for these Championships, and it would seem for all future ones, the Overseas Entries Coordinator now has to verify the Team Management, Official Coaches/Medics that go with our competitors. Names, Position, Tel No & Email addresses.

He pleaded with athletes who enter international Championships to check their emails regularly as this is his main source of communication, as he prefers not to use social media.

He is in correspondence with WMA and EMA about marathon entry procedure.

j. BMAF Statistician – Brian Owen

Brian Owen reported that since taking on BMAF Records last year he has attempted to provide a more helpful approach in this area, by providing guidance and advice to athletes and organisers on the necessary rules and regulations needed set records.

He feels it has been highly successful and has been able ratify and successfully claim 60 British Records, 12 European and Six World Records plus a further eight European Bests in the Road and Walks category.

In addition he has produced a statistical survey that he hope will identify quickly those athletes who are likely to be awarded British, European and Word Best Masters Awards. This should be possible shortly after this year's World Masters Championships, and he hopes this system will get British winners of these titles.

He has introduced British Record Certificates, and by the thanks he receives they appear to be well received by our Athletes.

He has also conducted statistical reviews of the performances of Master Athletes in the Commonwealth Games, IAAF World Cup and the very recent European Championships, and discovered three Masters World records in the process. These have been notified to both the European and World Masters.

During this time he had contacted many of the UKA top Officials, and have found them without exception more than willing to provide the necessary proof to substantiate the claimed performances. He has received a great deal of help from UKA top Official Malcolm Rogers and UKA's Statistician Ian Hodge who digs out Photo-finish and ZCT's and Field Cards when asked.

Report accepted with a Vote of Thanks to the Statistician for his work on Records and his Announcing.

k. Press & Publicity – Bridget Cushen

I have had quite a few Press enquiries during the year and am currently dealing with a Journalist from The Times regarding a feature article they are planning for late September and The Guardian is in touch with some of our O/65 members.

A Press Release was sent out before the European Masters Indoor in Madrid and on Malaga. One of the most time consuming areas however is requests for a lot of background information and contact details of prominent athletes from freelance Documentary-makers who are seeking to sell their work to television companies. Please be assured that no personal details are issued without the permission of the athlete concerned and I would like to take this opportunity to thank our members who have been interviewed and who are happy to promote the huge benefits of our sport.

Proposal by Irene Nicholls MMAC, Seconded by Barrie Roberts, that all Reports be accepted.

4. **Amendments to the Constitution**

**Proposal 1a - Proposed by the Hon. Treasurer**

Change Clause 14

from

*“Dissolution in the event of dissolution of the Federation, any assets will be distributed at the discretion of the Council”*

To

*“Distributions/Dissolution*

*No distributions shall be made in the normal course of business to either the Affiliated Clubs or the members of those clubs. In the event of the dissolution of the Federation any assets will be distributed to the Affiliated Clubs at the discretion of the Council.”*

Note: this amendment is advised to ensure continued VAT exemption on all sporting activities of the Federation.

Proposed by Treasurer, seconded by Michael Hausler, that 4.1a be accepted.

**Voting; In Favour – Unanimous.**

**Proposal 1b - Proposed by the Hon. Treasurer:**

Change Clause 12

From

*“Finance*

- a) The Financial Year of the Federation shall run from 1<sup>st</sup> June to 31<sup>st</sup> May each year. The Accounts of the Federation shall be balanced at 31<sup>st</sup> May each year and submitted after independent audit to the Annual General Meeting that follows the audit.*
- b) All cheques drawn on Federation Funds shall be signed by any two of the nominated signatories.*
- c) An independent examination of the accounts shall be conducted before the Annual General Meeting by a suitably qualified accountant.”*

To *“Finance*

- a) The Financial Year of the Federation shall run from 1<sup>st</sup> June to 31<sup>st</sup> May each year. The Accounts of the Federation shall be prepared at 31<sup>st</sup> May each year and submitted to the Annual General Meeting that follows the financial year end.*
- b) All cheques drawn on Federation Funds shall be signed by any two of the nominated signatories.*
- c) The Honorary Treasurer is permitted to make on-line payments up to a maximum of £5,000 subject to receiving approval of the relevant invoices or expense claims from an appropriate Officer of the Federation. Payments in excess of £5,000 should first be approved by the Chairman or Honorary Secretary of the Federation.*
- d) Best endeavours will be used to ensure that the Honorary Treasurer has appropriate professional qualifications.*
- e) The Honorary Treasurer will be required to submit the annual Accounts for independent examination if so required by the Council or by resolution at an Annual General Meeting.”*

Note: Insertion of c) has already been approved by the Council. (It has become necessary to make On-Line payments to meet the demands of the Bodies with whom the Federation works. Also many Officials no longer have local branches of their Bank and have requested reimbursement of their expenses electronically). Auditing is now a separated regulated branch of the Accounting profession and it has not been considered worth the costs involved in obtaining an Audit in recent years. Furthermore by strictly following existing Sub-Clause a) the Accounts may not be presented to the Annual General Meeting until more than 12 months after the Financial Year end (last year's AGM was held less than 3 weeks after the Financial Year end and any independent examination before the AGM would have been quite impossible).

The new clause e) retains a facility to have the Accounts independently examined after the AGM.

Answering questions from the floor, the Hon. Treasurer explained that an Auditor generally only needs to be appointed for Accounts with annual turnover in excess of £10m. The facility is there for the figures to have an independent person by request.

Proposed by Michael Hausler (EMAC), Seconded by David Marler (WMAA) that Proposal 4.1b as amended, be accepted.

**Voting; In Favour: Unanimous.**

**Proposal 2 – Proposed by the Vice Chairman. Ian Richards.**

**To help manage the legal liabilities of the BMAF and its Officers, and to improve the governance and efficiency of the organisation and administration of the BMAF;**

Add to Clause 7j

The Council shall also have the power to authorise the Executive to establish such incorporated organisations as deemed appropriate to organise and administer the work of the Executive including IT, events and finance. The incorporated organisation may include a company limited by shares, a company limited by guarantee, charity, trust or such other body that is or may become an incorporated organisation.

The Vice-Chair addressed the AGM on the need for Constitution change, referring to Clause 7j. The BMAF is a Federation of self-governing Master's Athletics Clubs and Associations. It has a Council that is responsible for the affairs of the Federation. That Council is made up of representatives of the affiliated Clubs and Associations. The Federation has no members and is run by an Executive that is elected at its AGM each year by the members of the affiliated Clubs. At Council Meetings the Officers of the Executive do not have a vote unless they are an official representative of an Affiliated Club or Association. Its legal structure is an unincorporated association with no legal status. That structure suited the Federation when it was first set up but over the years the environment has changed. The world is now more regulated, the most recent example being GDPR, there is a blame culture with legal action frequently being taken against organisations, tighter financial requirements and a need for better governance.

As an unincorporated association the BMAF has no limit on its liabilities. Furthermore if a claim is made against the BMAF and there are insufficient funds to meet a successful claim the excess liability falls to the individual members of the Executive. This proposal is intended primarily to introduce a way in which liability can be limited on the key areas of activity within the BMAF. This can be achieved by putting those activities within an incorporated organisation that sits within the BMAF. However, an incorporated organisation will also have other advantages when entering into Contracts with third parties, in discussions with any potential sponsor and improve governance by introducing statutory controls in a number of areas of the BMAF's business.

Most sports governing bodies have now changed to becoming a Company by Limited Guarantee which is ideal for non-profit making organisations. They have tended to put the whole of their organisation into such a company. The Executive is currently actively looking at the possibility of using a Company by Limited Guarantee as a service company. In this way the BMAF's structure as a Federation controlled by the Council with members of Affiliated Clubs and Associations having a vote at AGM's remaining as at present. It also gives us the opportunity to gain practical experience to assess whether this company form is the most suitable.

The amendment gives power for an alternative to a Company by Limited by Guarantee to be established if it turns out to be more suitable without having to keep asking for further Constitution amendments.

Responding to questions from the floor and Daphne Marler (WMAA), a Fellow of the Institute of Chartered Secretaries, the Vice-Chair and Hon. Treasurer assured the Meeting that the Clubs were contacted and would be kept informed. The Clubs autonomy would be protected. Daphne Marler and a colleague also suggested that a full incorporation of BMAF may be a preferable route but it was pointed out that BMAF has no paid employees and that the Administration involved in achieving this in one step may be too much to take on. We are asking for permission to make changes to the Constitution, no action taken that affects the Clubs yet. Nothing will happen without the involvement and agreement of the Council.

**Proposal by the Vice-Chair and seconded by Brian Owen (MMAC) that the Proposal be accepted. Voting: Unanimous.**

**5. To Re-Elect the following Officers:**

Chairman:

Arthur Kimber, SCVAC



Honorary Secretary & Minutes Secretary:	Bridget Cushen, SCVAC
Vice Chair & Policy & International Affairs:	Ian Richards, VAC
Hon. Treasurer.	David Oxland
Cross-Country Secretary:	Mel James, Welsh Masters AA
Road Running Secretary:	Walter Hill, SCVAC
Race Walking Secretary:	Ian Richards, VAC
Publicity/Advertising:	Bridget Cushen, SCVAC

**Proposal by Bill Courtney (NE-MAA), seconded by Archie Jenkins (NE-MAA) that they be elected en bloc.**

**Carried unanimously.**

**6. To Elect a Track & Field Secretary**

Proposed by VAC, Seconded by Peter Kennedy, that Maurice Doogan be elected.

Peter Kennedy said Maurice Doogan does a tremendous job despite little support, there is no person coming forward to be the next Track & Field Secretary or Group.

Suggestion that we should create a Deputy T&F Secretary, question from the floor on what work it entails.

**Voting: Unanimous. Maurice Doogan elected.**

**7. To confirm the appointment of the following:**

Peter Duhig, (EMAC) Overseas Entries Coordinator

Peter Kennedy, (VAC) IT Manager

Alex Rowe, (NMAC) Assistant IT Manager, Information Processing Officer

Brian Owen, (MMAC) Statistician and Bruce Hendrie (Relays)

Paul Smith, (NIMAA) Editor of Masters Athletics

Hon. Legal Adviser: Walter Nicholls.

Proposed by David Oxland (MMAC), seconded by Carey Hollick, that Gary Leek's appointment as Communications Manager be confirmed.

**8. Any Other Business**

Peter Kennedy (VAC) referred to the grievance procedure from the last AGM. England Athletics had withdrawn their Grievance Procedure Guidelines and BMAF Chairman had contacted the SWVAC.

**9. Date of next AGM**

To be held on the first evening of the Track & Field Championships next year.

Signed: ..... Date: .....