

### Board of Trustees Meeting

Agenda Item	Discussion	Action to be taken	Date by
Welcome	18:35		
Attendance	Steven Allan (SA) Andrew Henshall (AB) Daniel Burford (DB) [Secretary] Will Forshaw (WF) Dave Lawrence (DL) [Chairman] Alex Moustakakis (AM) {observing} John Stewart (JS) Matthew Tennant (MT) {via teleconference} Peter Walter (PW) [Vice Chairman] {via teleconference}		
Apologies	Andrew Birchall (AB) Chris Knight (CK)		
Minutes from last meeting	No Comments		
Matters arising	<p><u>5 Year strategy</u> Half hour to be allocated to MT at next Board.</p> <p>AB to write to Beever and Struthers – has this happened</p> <p><u>2015 accounts and annual report</u> To be drafted by AB in 2015</p> <p><u>Recommend a friend</u> Where is it at?</p> <p><u>Direct Debits</u> Organise taking recurrent payments from Credit Cards.</p> <p>Are we abiding by new distance selling regulations?</p> <p>DD member sign ups to have infinity expiry date until DD cancelled.</p> <p><u>Leaders Incentive</u> Better communication with leaders and welcome pack.</p> <p><u>Phone System Upgrade</u> Still to happen.</p>		
Finance Update	Held over as AB not available.		
Board Meetings	<p>DL stated that to improve the focus and running of board meetings, more needed to be done in between. Timescales were stretching as items for discussion are tabled last minute. Trustees needed time to prepare for the board and be clear about what items actually required decisions.</p> <p>The site is live and functioning OK from a front-facing point of view. Extra functionality, especially for leaders and co-ordinators is an issue.</p> <p>A discussion followed about the dissemination of information in the SE region. It was felt a lack of information was being put on social media, leading to leader's etc getting information from one source, and that this was creating negativity in SE that wasn't so prevalent in other regions. Concerns were raised about ODL reputation and incorrect information being distributed. Additionally, not all e-mails seem to be getting through.</p>		

	<p><u>Website Update</u> The site is live and functioning OK from a front-facing point of view. Extra functionality, especially for leaders and co-ordinators is an issue.</p> <p>A discussion followed about the dissemination of information in the SE region. It was felt a lack of information was being put on social media, leading to leader's etc getting information from one source, and that this was creating negativity in SE that wasn't so prevalent in other regions. Concerns were raised about ODL reputation and incorrect information being distributed. Additionally, not all e-mails seem to be getting through.</p>		
	<p><u>CTI and payment issues</u> We would play down to small claims court level and with-hold rest. DL has sent letter setting out our position and requiring completion in set timescale. We will be better placed to agree on next stages after 10/10</p> <p>DB needs support in responding to queries on social media.</p> <p>New servers are on the way – will be very small amount of downtime when installed.</p>		
Co-ordinators	<p>Possible replacements for North were discussed.</p> <p>It was agreed that Regions could form teams and have some devolved budget. Need each region to nominate a lead person who would be responsible for budget.</p> <p>Issues raised at away weekend need bundling into work streams.</p>		
Halloween	<p>Needs promoting- Venue is special. Activities need to go up on site ASAP</p> <p>Website to be updated with reworded descriptions, photos etc. Help is also needed with food.</p> <p><u>Potential Full time member of staff for Big Events</u> JS advised that a freelancer would be better for big events instead of another full timer as he was concerned there may not be enough income to hire another full time member of staff.</p> <p>SA noted that CK has a meeting with Cotswolds in regards to big events.</p> <p>JS then raised the issue as to whether we can manage a member of staff for big events part time – full time or ad hoc.</p> <p><u>Income Generation</u> SA advised that big events will generate more income if somebody is hired full time. As they will be able to promote the events properly.</p> <p>SA also noted that a central person is needed to be head of operations regarding big events.</p>		



	<p>PW agreed that right now that SA doing big events still is not sustainable.</p> <p>PW raised the issue that there is not much room for more big events during the year- more leaders would be required if more big events were planned.</p> <p>The Board discussed if there was an appetite from members to see more big events during the year.</p> <p>SA advised that it would be ideal to have someone steering promotions for events i.e. Gaydio, articles.</p> <p>SA stated that had OutdoorLads had a full time members of staff employed to steer big events then 2014 would have been a lot more profitable</p> <p>SA noted that it would be good to try and get multiple sponsors for big events.</p> <p>MT discussed what event organisers expect to earn per annum..</p> <p><u>Charging for day walks</u></p> <p>AH advised that leaders should not expect to claim expenses for day walks in general.</p> <p>The Board agreed that instead of having two member priced events you have 42 days to have full member rights on the website.</p> <p>The Board agreed that in regards to PAYG walks it should go through co-ordinators first and then go live.</p>		
Looking backwards	<p><u>AGM -A big Thank You</u> Good feedback on AGM 2014. Members where particularly impressed with AB presentation on financials and how easy it was to follow and understand.</p> <p><u>Inappropriate Behaviour at ODL events</u> DL raised the issue of some problems at a recent Social and advised that in future it would be best to have two leaders at a social to avoid any future issues at socials.</p>		
Disciplinaries	None		
AOB			
Meeting closed	21:28		