

Board of Trustees Meeting
Tuesday 6 January 2015

Agenda Item	Discussion	Action to be taken	Date by
Welcome	18:35		
Attendance	Steven Allan (SA) Daniel Burford (DB) [Secretary] Will Forshaw (WF) {via teleconference} Dave Lawrence (DL) [Chairman] {via teleconference} Alex Moustakakis (AM) John Stewart (JS) Matthew Tennant (MT) {via teleconference} Peter Walter (PW) [Vice Chairman] {via teleconference} Andrew Henshall (AH) Darren Batey (DJB) Andrew Birchall (AB) [Treasurer]		
Apologies			
Minutes from last meeting	All trustees generally happy with last month's minutes.		
Matters arising	Darren Batey Officially welcomed to OutdoorLads <u>Stock Audit</u> Completed by AM and sent to SA. <u>Finance</u> AB has received no feedback regarding the accounts. DL brought up with the Board that we need to decide what is required of Diane and to make sure we get our money's worth. PW made it clear that OutdoorLads is three months away from the next financial year and that we should be looking at the budget for next year now. It was once again brought to the attention of the Board by PW that the current management accounts needs reviewing and streamlined AB is getting frustrated trying to work out the anomalies in the accounts and why some figures fail to match up. PW suggests streamlining sage reports. It was decided by the Board that we need to look at what OutdoorLads require and what Beevers and Struthers require. WF then raised that idea that it would be better to move the board meeting so there is time to have previous months budgets completed.		



Finance Update	<p>The Board was told that a spreadsheet and summary has been received.</p> <p>AB explained that while we are on target to make a profit by the end of year, membership income has been down by 20% by the previous year.</p> <p>WF then asked if this could have anything to do with the 50% off membership Direct Debit scheme incentive.</p> <p>DL went on to say ' Thank you' to bar staff who have helped on the big events.</p> <p>SA made it clear to the Board that somebody is required from the board who can be responsible for maintaining membership levels and coming up with incentives and ideas to boost membership levels.</p> <p>AH is happy to help boost membership levels on the condition that he gets some support of some kind.</p> <p>DJB asked if there is a deadline in place for the £27.50 scheme.</p> <p>PW went on to say that the original idea for the £27.50 scheme was to take a hit in the short term with the idea that we would make a profit in the long term and not a loss.</p> <p>SA says the current plan is for the scheme to run till end of current financial year.</p>		
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Website Update	Several tasks have been completed by CTI, once complete web developer will be taking over		
Leader Reward Scheme	It was formally agreed by the Board to run the point's scheme on a 'background principle'. I.e. we work out the points that the event is led, this is converted into a voucher every 4months. PW and MT will then look to assign additional points through a discretionary budget for anything suggested by coordinators.		
PAYG Day Walks	It has been completed and mentioned in the current newsletter however at the moment it does not work on the website due to the costings of it and the effect it has technically on other events.		
Disciplinaries	None		
AOB	<p>DB told the Board that the phone servers are to be revamped and done in the next couple of weeks.</p> <p>JS raised the issue that a member left OutdoorLads in Scotland due to the fact OutdoorLads does not allow children on hostel events. It is uncertain if this applies to day walks but will be looked into.</p> <p>DJB then raised the issue that more research is required regarding the legalities regarding this.</p> <p>JS then discussed with the Board how the Scottish Christmas weekend is being held too early and therefore not feeling very Christmassy for the members who attend.</p> <p>The Board came to a decision that the Hostel for Christmas 15 will remain as a standard hostel event and they look forward to seeing the outcome.</p>		
Meeting closed	20:25		