

Board Meeting
Teleconference on Tuesday 12th January 2016

Agenda Item	Discussion	Action to be taken by	Date by
Welcome	Matt welcomed everyone at 18.35		
Attendance	<p>Board Members: Matt Tennant (MT) Vice Chairman Daniel Burford (DB) Secretary Andrew Henshall (AH) Dave Lawrence (DL) Danny McKeown (DM) Craig Owen (CO)</p> <p>Steven Allen (SA) Joined 20:00</p> <p>In attendance: Will Forshaw (WF) Nas Khalid (NK) Simon Pearce (SP)</p>		
Apologies	Peter Walter (PW) Chairman Alastair Warner (AW) Treasurer		
Minutes from last meeting	The draft minutes of the previous meeting of 3rd December 2015 were approved.		
	<p>MT thanked Board Members who led Christmas and New Year hostel events. Feedback from NK has been extremely positive.</p> <p>MT mentioned the sad news about Darren Batey passing away just before Christmas.</p> <p>The Board was advised that sponsorship opportunities for the AGM gala dinner at this stage maybe difficult to find due to the event being a first time and without much 'legacy' behind it. However, we will explore sponsorship opportunities if and when they arise</p> <p>The Board was also advised that the meeting with auditors in December wasn't able to go ahead but is due to take place later in January. Action to rollover to next month.</p> <p>MT thanked Leaders who attended the recent NW Leaders' Meeting. CO thanks those who attended the Scottish Leaders' Meeting.</p>		
Charitable Aims	The Board was advised of progress made over Christmas. Has identified two streams.		



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	<p>1. Internal Hardship fund for current members 2. Working with external charities to support their service users into our events.</p> <p>Board approval was requested for the project. Discussion was needed about what we deem as 'hardship' as well as benchmarking and specific criteria ie what constitutes 'financial hardship'.</p> <p>The project had been discussed with regional coordinators and all expressed interest. The Board was asked if there were any negative comments and it was advised not; just 'surprise'.</p> <p>Comments were made how the project was coming on so quickly.</p> <p>The Board was advised that the 'hardship fund' can be launched relatively quickly but more time was needed for the second.</p> <p>A concern was raised about 'self referral' in that it's typically the people that need it most who are less likely to apply. A suggestion was made of a 'refer a friend' option?</p> <p>Concern was also expressed that we need to do more to raise interest in what the project is doing. The Board was advised that not likely to gain interest or get sponsorship for just paying for Members' hostel weekends. Would be good to do work outside of our organisation.</p> <p>The Board was asked if we needed a safeguarding policy.</p> <p>Concern was raised about leader's being required to manage Members with health/mental issues. The Board was reminded that we're not offering a different service.</p> <p>The project was approved unanimously by the Board.</p>		
Office Update	<p>SP briefly discussed the office board report.</p> <p>It was stated month on month increase of Member numbers was encouraging.</p> <p>The Board was asked about sharing office board report with regional coordinators.</p>		

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	<p>The Board was reminded that it should be more a 'monthly news from the office'.</p>		
Leader Comms	<p>The Board was reminded about the previously submitted Board Paper.</p> <p>There was discussion about exactly what data is available. The Board was advised that the issue is getting the data from our extremely complex database. It was suggested we canvas the Membership to see if we have an SQL developer who may be prepared to help.</p> <p>The Board was asked about email 'overload' and was advised that emails had to be approved by the office before being sent - mainly for financial reasons but also to avoid any 'overload'.</p> <p>Board approved recommendations for wider content for newsletter, including deadline for submission.</p>		
Boundary Review	<p>The Board was reminded about the previously submitted Board Paper.</p> <p>Between submission of the board paper and regional coordinators call there was a feeling that there could be potential to grow and support volunteers in the additional new regions-whom over time may become the new coordinators.</p> <p>The Board agreed that this can only move forward with volunteers to 'man' the new regions.</p>		
Website	<p>The Board was advised that the website had crashed again overnight. This was now the second time this had happened since the last Board Meeting. The affected server was rebooted on both occasions which brought the site back online however expressed serious concern that there is an underlying issue and that server restarts may not continue to work.</p> <p>The Board was advised of two options going forward:</p> <ol style="list-style-type: none"> 1. Keep restarting the server and hope for the best. The server management company we've been talking to will charge us £300 p/h if the reboot doesn't work. 2. We accept the recent proposal sourced for a full day's audit in order to find a scalable, robust cloud hosting system. The Board was advised that this could 		



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	<p>in fact work out cheaper than our current setup</p> <p>It was recommended that we went with option two as something is going to go drastically wrong sooner or later.</p> <p>There was discussion about whether the issue is related to the hardware or software?</p> <p>The Board was advised the cost of the full day audit was approximately £700-£1000.</p> <p>The Board was asked if there was any resale value on the hardware.</p> <p>The Board was asked if we could potential lose data. It was advised that we have regular backups.</p> <p>The Board summarised that we'd hoped issue would be an anomaly but circumstance have forced our hand.</p> <p>The Board agreed action must be taken.</p> <p>The Board was advised that regional coordinators had asked for better communication re the website.</p> <p>The Board was also advised of other continuing issues such as the new double booking/event clashing issue. Access have been off the scene for a few months now and their history of fixing issues regularly leads to them breaking more. There were concerns about going back to them.</p> <p>A recommendation was made about contracting a developer to work in house.</p> <p>MT thanked DB for his time keeping the website alive.</p>		
AOB	The Board was advised that we had four tickets to the LGBT Foundation Heroes presentation dinner on Thursday 28th January and asked if anyone was able to accompany him.		
	The Board was reminded to supply an updated profile for the Key Contacts page on the website.		
Meeting closed	The meeting closed at 20.25.		