

Board of Trustees Meeting
On 21st January 2017
At YHA Stratford-upon-Avon

Agenda Item	Discussion	Action to be taken by	Date by
Welcome	Peter welcomed everyone at 18:00		
Attendance	<p>Board Members: Peter Walter (PW) Chairman Matt Tennant (MT) Vice Chair Daniel Burford (DB) Secretary Alastair Warner (AW) Treasurer Andrew Henshall (AH) Danny McKeown (DM) Will Forshaw (WF) Steven Allen (SA)</p> <p>In attendance: Simon Pearce (SP) Harry Prosser (HP)</p>		
Apologies	Craig Owen (CO)		
Minutes from last meeting			
Website 3.0	<p>The Board were presented with key elements of the previously distributed business case.</p> <p>Responses to the RFP will include final cost but it was stated that the upper budget range presented in the business case was not in our credible range.</p> <p>Concern was raised over high risk areas with financial ramifications. The board recognised the need to be confident in these areas.</p> <p>Board otherwise happy with risk and mitigating reaction.</p>		
AGM Celebration	<p>The Board were asked to discuss the previously submitted Board Paper concerning the AGM.</p> <p>The Board discussed budget options. If the event was to undersell (below 150) money will have to be contributed from the charity.</p> <p>Issues raised from last year are that people tend to dissipate after the AGM.</p> <p>Moving the social exclusively to Saturday could be an</p>		

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	<p>option, providing a focal point for reconvening.</p> <p>Discussion of whether or not to make the AGM a fundraising event.</p> <p>It was agreed that this years AGM would not feature a major fund raising event but plenty of activities and an evening venue would be sourced.</p> <p>Consensus that a good location is critical to retain people following AGM. Trinity in Bristol is well connected to transport, however is not very central.</p> <p>A need was raised to break out of the North/South routine and settle for somewhere in the middle.</p> <p>Further plans and options to follow.</p>		
AOB	<p>Some concern that people are retaining membership after exhibiting unacceptable behaviour. The board recognises the need to support those in crisis as well as ensuring the correct action is taken. An anonymous whistle-blower system and an informal 'watch list' were proposed. Already existing 'person of concern' form to be re-presented to co-ords.</p> <p>The board was asked to start thinking about co-opting and checking when Trustees' terms expire.</p> <p>The Board was advised that the annual accounts had been filed with the Charities Commission.</p>		
Meeting closed	<p>The meeting closed at 19:00</p> <p>Next teleconference on Tuesday 7th February 2017 at 18:30.</p>		



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Dates of future Board Meetings:

- Tuesday 7th February** – Teleconference
- Tuesday 14th March** – LGBT Foundation, Manchester
- Tuesday 11th April** – Teleconference
- Tuesday 9th May** – Teleconference
- Tuesday 13th June** – LGBT Foundation, Manchester
- Tuesday 11th July** – Teleconference
- Tuesday 8th August** – Teleconference
- Tuesday 12th September** – LGBT Foundation, Manchester
- AGM?
- Tuesday 10th October** – Teleconference
- Tuesday 14th November** – Teleconference
- Tuesday 12th December** – LGBT Foundation, Manchester