

Board of Trustees Meeting

Video conference on Tuesday 19th September 2017

Agenda Item	Discussion	Action to be taken by	Date by
Welcome	Peter welcomed everyone at 18:56		
Attendance	<p>Board Members: Peter Walter (PW) Chairman Matt Tennant (MT) Vice Chair Daniel Burford (DB) Secretary Andrew Henshall (AH) Danny McKeown (DM)</p> <p>Co-opted Members Neil Sharp (NS) Brett Monaghan (BM)</p> <p>In attendance: Liam Russell (LR) Harry Prosser (HP)</p>		
Apologies	Will Forshaw (WF) Steven Allen (SA) Alastair Warner (AW)		
Minutes from last meeting & Intro	<p>Board approves minutes from last meeting.</p> <p>PW welcomes Neil and Brett attending as co-opted Trustees, and thanks them for the work they have been doing.</p> <p>PW outlines purpose of committee meetings for new members.</p>		
Office Board Report	<p>Agreement that report is good.</p> <p>LR highlights importance of reviewing event pricing in the face of increasing hostel costs. Acknowledgement that YHA is increasing their pricing from last year. Emphasis placed on importance of varied price in events – a good spread of walks and hostel events. Discussion of maximising revenue from some events to subsidise others – being flexible with pricing. Discussion of looking at options away from the YHA as well.</p> <p>Liam emphasises importance of proper accounting, producing budgets etc.</p> <p>Issue raised of publicising more training for Leaders to use the training budget – we need to ensure people know what is available to them. Communicating effectively. Regular reminders to go out on fb/social media and by email.</p>	LR HP	

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	<p>Board analysis membership report –</p> <p>DM – Suggests charting growth in regions. PW – Suggest to wait for new website tools to collect new data.</p>		
Annual Report	<p>Board reviews. DB – Change registered address. Questions to PW: Showing a loss – 3k. Reason: We spent more than we brought in, however our finances have increased due to rising membership and lag in reporting. Money and expenditure has both grown. New financial software package will make access to financial info far easier.</p> <p>Key points will be highlighted in the AGM, the apparent loss of cash will be explained (lag in reported). We can show that the charity is being run financially robustly.</p> <p>AH – not all trustees have free membership. Needs reviewing.</p> <p>Discussion with AW to take place 20th September.</p> <p>Board to think of answers to feasible questions raised at AGM.</p> <p>Board approves Annual and Accounts and Trustee Reports.</p>	<p>PW/AW</p> <p>Board</p>	<p>20/09/2017</p> <p>30/09/2017</p>
AGM Arrangements	<p>Structure to be quite similar – PW explains what will happen on the day. DM suggests including as much of the board as possible in presentation. B suggests having a general idea of who is in attendance in order to make content most relevant. Event to be livestreamed. DM explains arrangements pre/post AGM. Quorum likely to be achieved easily. Materials to be bought – banners and flags to be collected out of unit.</p> <p>Board recognises the input of Paul Ridealgh and leaders in the SW and expresses thanks.</p>	<p>Board, HP, LR</p>	

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Web 3.0	<p>Reviewing of PW's document.</p> <p>Release date scrutinised.</p> <p>PW to review this with Jonathan, open idea of waiting until Jan for everything to be released.</p> <p>Screen demo training to be delivered.</p> <p>Discussion of possible compromises from Microserve in order to expedite delivery.</p> <p>Delay accepted as goodwill towards company.</p> <p>The efforts of Jonathan Moore are recognised by the board.</p>	PW	
Hosting Proposal	<p>DB – in essence proposal will save money. Board approves.</p> <p>Board approves asking Linten to provide service, neither SA or DB have input in this decision.</p>	DB	
Foundation update	<p>Apology for delay in report.</p> <p>MT summarises Foundation spending.</p> <p>Expresses satisfaction in part.</p> <p>Better success in concession members. External facing with working with other charities needs work.</p> <p>MT suggests perhaps other leadership on the board in this respect.</p> <p>Need raised for a change of tac in bringing in a new project.</p> <p>Suggested to bring a working group together.</p>	Board	
AOB	<p>Prides need better attention.</p> <p>Social media refresh – need to remove clutter under ODL name.</p> <p>Meeting closes: 20:21</p>	NS HP LR	
Meeting closed	<p>The meeting closed at 20:21. The board will next reconvene on 30th September at the AGM.</p>		

Dates of future Board Meetings:

Saturday 30th September – AGM

Tuesday 10th October – Teleconference

Tuesday 14th November – Teleconference

Tuesday 12th December – LGBT Foundation, Manchester

