

Minutes of Board Meeting 16/05/17
Conference Call
7pm

Attending:

Peter Walter

Matt Tennant

Dan Burford

Steven Allan

Danny Mckeowen

Craig Owen

Will Forshaw

Andy Henshaw (part)

Apologies:

Alastair Warner

Website

PW-Peter gave an over-view of where we are up to in terms of process, from the RFI, RFP, presentation to proposal stage.

Project team recommend that we use Microserve as our preferred supplier.

Next stage will include contract, timelines, deliveries which will be brought to the next board meeting.

MT Presents that Profit/Loss sheet up until 12th March 2017.

WF Questions over a few of the figures on the P+L sheet which we need to iron out before the decision meeting, however, we are in the area of being able to afford the £70k costs towards the development of the site.

Board agree to appoint Microserve for the development of the website subject to contract, final costings and timelines.

Staff

It was made clear that no contingency exists for covering staff tasks after Simon leaves and before his replacement is in role.

Action: Peter to draft an email to coordinators explaining situation and asking for some support going forward between June-July.

Staff Location

Board discussion around an offer for Linten Technology around providing a space for Harry to work from.

Craig-Question to Dan/Steven around is there meeting space for Harry and the new coordinator to go to.

Dan/Steven-Yes full facilities are available.

Dan & Steven leave call due to conflict of interest.

WF-Office cost savings last time wasn't driven by a financial position rather than the state of the organisation at the time. Supportive of option of opening a desk for Harry.

MT-We just need to find another quote as we need to formally record on record that the decision financially benefits one of our directors.

Board agree the rental of one desk from Linten for Harry, after having got competitive quotes.

Actions: Will to find quote from old office location.
Peter to approach Harry.

Staff Recruitment

MT Gives update on recruitment, 15 application received. 3 being taken forward for interview on Wednesday 24th in Birmingham.

MT/PW to email around the board the results of the recruitment round.

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