

MINUTES OF BOARD MEETING



Meeting Title OutdoorLads Board Meeting
Location: Online via Microsoft Teams
Date and Time Wednesday 11th August 2021 7pm

Attendees

MT	Matt Tennant (Chair)
DMH	Danny McKeown-Henshall (Vice-Chair)
NP	Niels Pederson (Treasurer)
SA	Steven Allan
DB2	Danny Ballantyne
SH	Simon Hawthorn
GB	Gavin Bridge
LR	Liam Russell (staff)
YGR	Yvonne Goldsmith-Rybka (staff)

21/37 Welcome & Apologies for absence

Matt Tennant opened the meeting with a big thank you to everyone that made the 15th Birthday Weekend a success as our first BIG event since restrictions have been lifted.

Apologies were received and accepted from Dan Barcroft, Neil Sharp, Fergus Brunning, and Dan Byrnes.

21/38 Approval Minutes/ Review of Actions & Matters Arising

Minutes from last meeting approved; YGR to get all outstanding minutes from board meetings this year on the website ASAP. **YG
R**

DMH has now updated and forwarded the trustee for staff advert to LR for actioning. **LR**

With regards to first aid kits and first aid training, this is ongoing as GB awaits correspondence from Nick Reid. **GB**

Insurance renewal has come around, LR will request renewal quotes from providers. **LR**

Annual survey has now been prepared, sent out, and results gathered.

SH chased up Investis and clarity sought on where we are with our website maintenance contract and credit owed – this is explained in section 21/44.

Draft accounts for the last financial year are now with the accountants but

have not been signed off yet.

21/39 Declarations of Conflict of Interest

Ongoing there are two trustees with a conflict of interest which are not required to be declared at each board meeting – acknowledged as a matter of course and covered by ongoing governance.

There were no other conflicts of interest for items on the agenda today.

21/40 Proposed Board Dates 2021/2022

MT has proposed the following board dates for 2021/2022 and asked that any objections be made to him by the end of August .

21/41 Board Responsibility & Priorities for 2021

As furlough is drawing to an end and staff hours increase, it was noted by the Chair the focus of the board would now move towards the management committee we had operated in during COVID, and the focus would now return to strategy and risk management.

21/42 Office Update

Liam Russell provided an update on the 15th Birthday event: High capacity attending with little negative comments except maybe better car parking and more signposting of toilets and showers needed next time. Venue definitely a viable option for future events. MT thanked LR and the wider Big Events for their work over the weekend.

It was noted that over 95% of bar transactions were paid by card, allowing OUTDOORLADS to reduce the cash float and hold less money for future events. Cashless not an option though as in the event of internet connection not being as at Spring Camp.

BIG Summer Camp is now sold out; Halloween is not running for 2021, but will be back next year; and BIG Christmas events are now selling well.

There is also a healthy programme of day events, and ideas for 2022 are now coming in from leaders.

Paid Event capacity for hostels/camping is not quite at pre-pandemic level, but it is getting closer. LR noted he will flag risk of particular concern to the board.

Membership numbers are continue rising, which LR noted is please to see.

Most PRIDE events now cancelled except Birmingham; Cotswold Outdoors have asked we partner with them for the parade there. Each week OutdoorLads is featured on their Instagram story – they have over 78k followers.

Refer a friend will close at the end of August, uptake has been slow.

Gaydio have offered OUTDOORLADS a free advert to run for 6 weeks

with production costs of only £250

Dan Byrnes has been training in Google Ads so new campaigns will get underway soon, Google provide charities with an ad budget of £10k per month so this will be utilised as part of this work.

21/43 Financial Update

Treasurer Niels Pederson explained our current P&L statement is actually more of a cash flow statement as income for future events are included while many of the expenses associated with those future events have not been incurred yet.

He expects a small loss for this financial year before the vat refund/ depreciation – this was to be expected with no BIG Spring Camp and very few overnight events possible due to COVID. We did however see significant event sales over a short period after we relaunched our overnight events programme, we have benefited from furlough, and membership is going in the right direction compared with the same period last year.

NP summarised that following the vat refund, our financial position is solid and will continue to be so for at least the next 18 months.

Trustees discussed how we account for VAT on membership fees for which clarity is being sought from our accountants.

21/44 Website Update

Simon Hawthorn confirmed that he has confirmation in writing from Investis that we are due 6 days credit from for website development but they have expressed they wish us to use these in this calendar year.

SH stated a cloud based server will help with the speed of the website and plans to use some of this time for essential language updates.

SH noted that ongoing a basic maintenance contract (which we currently have) will restrict future progress with the website, and ODL should aim to return to a more formalised contract in the medium term. Preferably this would continue to be with Investis as they built the site and know it intimately.

MT asked that quotes from other companies be sought to see we are getting good value as part of the eventual tender process.

SH

21/45 2021 AGM Agenda & Annual Members Survey

Results are now in from the members survey 2021 which will be summarised, with some great testimonials we can use in the AGM.

Staff and trustees now have individual responsibilities on the agenda and slide content which they have been asked to compile for each section. All content is to be passed to Dan Byrnes and he will get the info presented onto slides with the help of graphic designer Rich Overton.

ALL

87 members have so far signed up to attend the AGM, we need minimum 100 to be quorate.

21/46 Strategic Planning Approach

Danny Ballantyne presented wan strategic planning approach for the board to consider in how we set out our aims in the short/medium and long term.

MT noted it was welcome to see members being involved in this approach and we need to make sure it's mentioned at the AGM It was agreed an update at the next board would be given.

21/47 Any Other Business

None

21/48 Reserved Item: Financial Reserves Policy

This item is marked as confidential.

The Meeting closed at 8:37pm.