

# MINUTES OF BOARD MEETING



**Meeting Title** OutdoorLads Board Meeting February 2021  
**Location:** Online via Microsoft Teams  
**Date and Time** Tuesday 23<sup>rd</sup> February 2021 at 7:00pm (start )

## Attendees

(A denotes absent)

Steven Allan  
Matt Tennant (chair)  
Danny McKeown-Henshall  
Steven Allan  
Gavin Bridge  
Neil Sharp  
Ted Youngman  
Simon Hawthorn  
Danny Ballantyne  
Fergus Brunning  
A Dan Barcroft  
A Liam Russell (Staff)  
A Dan Byrnes  
A Yvonne Goldsmith-Rybka

### 21/10 Welcome and apologies

Dan Barcroft and Liam Russell sent their apologies. Dan Byrnes and Yvonne Goldsmith-Rybka were on furlough and unable to attend.

### 21/11 Review of actions from previous minutes and matters arising

There were no actions to review from the previous meeting.

### 21/12 Declarations and conflicts of interest

No declarations of conflict of interest for items of business on the agenda were declared.

Liam reminded trustees to return their conflict of interest forms to him.

**All**

### 21/13 Data Review

Member figures for DD Full Y-o-Y are showing a 16% drop, circa 200 members. Equivalent to £12k revenue. MT notes this is not surprising.

**All**

NS suggested we focus on incentivising leaders to re engage. Though both NS and TY caution that we must not bleed money with incentives.

Query on number of leaders lost in the 200, question from NS. SH answered that it was 6 people

## **21/14 Finance Report**

TY confirmed his forecast shows a small surplus in the FY end 2020/21. Membership income has stabilised after a drop in the previous quarter. Both furlough grant increase and event income has also helped though the caveat with event being that this could have to be refunded depending on events happening or not.

Current position roughly £95k cash in the bank, combination of current and reserves. £46k of this is committed funds for events not yet delivered, leaving £49k of "free cash".

Statutory accounts will show a loss though as TY pointed out, once all income is apportioned to the month it is due for and from. Though a positive cash balance is important and a solid achievement.

Furlough benefits may reduce as staff time increases, so this may affect the end of year figures.

SA queried if the drop in membership as shown means the actual effect will be worse than expected. TY replied that this was accounted for in his forecast.

SA warned that given the relatively high amount of liabilities in the cash balance, that the board collectively has a duty to ensure we do not slip into "trading insolvent". SH defined this for all. All were in agreement that this was not currently a concern but that it must be avoided.

TY ended the discussion saying that we must balance the doom and gloom with optimism, though care is always needed to maintain balance. We have shown that as possible over the last year.

## **21/15 Getting Back to Get Out More**

Thanks to SH for preparing the document and brief to the board on the governments roadmap and how it affects ODL

Currently no word on exemption from Rule of 6 from DCMS, all board asked to keep ears to the ground for any news on this.

Agreed to proceed with Micro Events as per last year with ability to review as guidance changes.

MT reminded all that we must have leader RA sign off and other insurance related admin done before the event programme launches again. This is critical.

LR asked to move all hostels from the current period until end of June to the summer and autumn months at the earliest. MT conveyed confidence that the autumn hostel programme onwards has potential. TY warned that we must be careful not to commit too much too soon, risk must be minimal. Previous FY reviews have shown low occupancy was the cause of previous years losses. We cannot risk too much without our revenue stream recovering.

Spring Camp to move to 2022, with potential Little Spring Camp and Summer Camp events for this summer. LR to discuss with Llanrwst and to look also at the birthday event plans.

Hostels for later in the year to be pushed asap to encourage revenue spend. Christmas events for example. LR tasked to do this. DBal asked that we look at events to fill the Halloween hole in the event programme. Also raise concern that we stick to the actions on the strategy plan. DBal also stated he was struggling under workload, help was offered by NS, DMH and SH. DBal agreed to discuss with MT and for jobs to be shared out to help.

LR

### **21/16 March Members Meeting**

DBal concerned members may ask about staffing and a need to cut costs. He felt we need to be ready to answer that. MT was very clear that such a discussion would not be permitted though reassurance would be given to members that the board are constantly monitoring the situation. Long discussion on discounts for new and existing members. No agreement reached for new members. For existing members, SA suggested a three prong approach. 1. A formal and heartfelt thanks. 2. A new member referral, with a "bonus" to both similar to Octopus Energy style scheme. 3. 3month DD extension as a voucher code to be redeemed. Agreed the staff should have the decision here, with guidance only from the board. Staff are more able to react to the change in membership and act accordingly. Agreed members meeting to be capped at 90mins. Slide layout agreed. SH to take section on return to event plan, DMH on BIG events and GB on Stay in More and Volunteers.

### **21/17 Any Other Business**

There was no other business to discuss

Meeting Closed at 9.56pm.

### **Dates of next Board Meeting 2021:**

Thursday 8<sup>th</sup> April 18:30-21:00  
Monday 7<sup>th</sup> June 18:30-21:00  
Monday 21<sup>st</sup> August 20:00-21:00