

MINUTES OF BOARD MEETING



Meeting Title OutdoorLads Board Meeting April 2021
Location: Online via Microsoft Teams
Date and Time Thursday, 08 April 2021 at 7:00pm

Attendees

(A denotes absent)

Steven Allan
Matt Tennant (chair)
Danny McKeown-Henshall (vice-chair)
Gavin Bridge
Neil Sharp
Simon Hawthorn
Danny Ballantyne
Dan Barcroft
Fergus Brunning
Niels Pedersen
Liam Russell (staff)
Dan Byrnes (staff)
A Yvonne Goldsmith-Rybka (staff)
Niels Pedersen (part)

21/18 Welcome and apologies

Matt welcomed all to the meeting.

Yvonne was not at the meeting due to workload constraints. Otherwise, all trustees and staff were in attendance.

Niels Pedersen was not in attendance at the start of the meeting.

21/19 Review of actions from previous minutes and matters arising

The notes of the meeting held on 23/02/2021 were approved.

Matt passed thanks to those involved in the risk assessment and insurance review process – of which there were many!

21/20 Declarations and conflicts of interest

There were no conflicts of interest to declare for items of business on the agenda.

21/21 Appointment to the board: Appointment of Niels Pederson

Ted Youngman had stepped down as a trustee and treasurer with effect from 31 March 2021. Recruitment has been undertaken and three high quality applications were received.

Niels Pederson is the candidate selected for the role from those received, and Danny McKeown-Henshall gave an overview of his experience and skills, including significant financial experience and he will be undertaking an MA in charity finance from this September.

Niels has attended meetings with Danny, Matt and Liam on the matters outstanding, and Ted has also agreed to undertake a handover with him shortly.

Niels is a longstanding member of OutdoorLads, and Danny recommended to the board that that he be co-opted as a board member for the period up until the AGM in September 2021.

Trustees unanimously elected Niels as a co-opted board member and as an executive officer as the treasurer.

Niels joined the meet at the end of this item.

Niels was welcomed to the board and all trustees and staff introduced themselves in turn to Niels, with an overview of their board experience and role.

21/22 Appointment of Roles: Fergus Brunning and Stephen Allan to health and safety responsibility

Matt explained the role requirement as health and safety trustee as per the new health and safety policy.

Fergus and Steven had expressed interest in the role prior to the meeting, and the proposal was put forward that Fergus be the lead responsible person for health and safety, with Steven as the deputy health and safety officer.

The trustees elected both Fergus and Steven to the positions of health and safety officer.

Liam flagged up that the health and safety policy provides that the health and safety policy currently states that a first aid kit will be provided to leaders, however it is not affordable at the present time.

First Aid kits and their mention in the health and safety policy is to be discussed in more detail at the next operational sub-group meeting.

Ops

Matt asked if there ought to be a recruitment for a new trustee to be responsible for line management of staff or for an existing trustee to take on this role.

MT

21/23 Finance Update

Matt spoke to Ted's finance paper. The year ended on a cash surplus against all the odds. However the statutory annual accounts will show a loss as there will be significant depreciation as events are moved to the following financial year – because events have been moved as a result of the pandemic.

It was noted that given the events of the past year, this was a good position to be in but there remain significant challenges.

Neil commented that we need to include in the forecast first aid training.

Danny Ballantyne asked if we could look for grant opportunities for first aid training. It was clarified that first aid training at work also covers the requirement for most OutdoorLads events.

The accreditation for remote locations would be needed for mountain and MTB leaders and outdoor climbing. Training for lowland and hill is desirable but not essential.

Gavin offered to look into first aid courses and how this might be delivered efficiently for lowland and hill leaders. **GB**

Matt noted that we do need to look at a forecast budget for the 2021-22 calendar year. **MT
NP**

Danny Mckeown asked about membership income fluctuating in March – Liam explained that it does just move up and down and isn't evenly spread.

Matt said that the end position was pretty positive considering the impact of Covid, especially bringing it back to profit in cash terms.

Matt highlighted from the board report the 221 members lost over the last twelve months – this seems to be a sensible target to aim for during the next twelve months. Danny Mckeown-Henshall said that he was impressed that we only lost 221 members during this period, and this is something to be proud of.

Leader applications – in response to a question, Liam clarified that the leader application processes are now swinging back into action with assessments etc starting to be arranged.

Almost 600 stay in more events held over the year – with just over 900 individual people attending these events. Neil highlighted that these people are prime to be targeted for full membership. Trustees noted that this figure is impressive for an outdoor pursuits organisation in a lockdown.

21/24 Getting back to Get Out More Update

Events

Liam gave a verbal update on hostel and camping bookings made, including the Christmas programme.

Whilst there seems to be a great appetite to get back out again, we need to also recognise that from May 17th people's priorities may be family and friends rather than OutdoorLads.

Matt asked for trustees to assist in encouraging leaders, co-ordinators and organisers to do all they can to put more events on, for the good of all members and the organisation.

Day events are now live and going well, with a lot of micro-events being arranged.

Volunteer agreement – Simon said 105 people had signed up. We will need a drive to increase that – leaders will get a message before they lead an event asking them to sign it.

Danny Ballantyne said that the leaders briefing was well received with over 120 people attending. The training aspect has really struck a chord with people.

Climbing – we have started to see some outdoor climbs starting. Matt updated on the situation with outdoor and indoor climbing.

BIG Events

BIG Summer Camp will be returning to Worthing, with an increased price of £50. The 15th birthday weekend is also going ahead subject to discussion with the venue.

Matt said that we'd need a call out on help from members and trustees to lead on elements of the events.

Simon and Fergus offered to help with BIG Summer Camp day events.

Danny McKeown-Henshall is to work with Liam to start to co-ordinating the events and volunteers.

**D
Mc
KH**

Trustees discussed Prides. Dan Byrnes will lead on co-ordination of this. Matt suggested a nominated trustee to fall back on to sort Prides, to offer back up support to sort prides out.

MT

Liam highlighted the request from Yvonne to reduce contracted hours to 2 days per week and it was agreed that this be accepted.

Liam said that the office workload is significant and we will need to soon consider increasing working hours.

A membership drive was discussed. It was agreed that voucher incentives in the form of a refer a friend scheme would be offered, but not at this stage a larger discount on first year membership.

The comms and marketing plan was discussed. It was agreed that a membership drive needs to be timed right to ensure it has an impact, there needs to be good event availability.

An initial focus onto the people we could get back who have been members before was suggested.

Danny said there is a need for some budget for the Comms group for paid social media to help deliver this.

Following discussion, it was agreed that Stay in More events will continue.

Note that Dan Byrnes has done a great job on the social media job has made good progress.

Noted will need to review membership fee at the Spring meeting. To be added to the next agenda. **MT**

21/25 Any Other Business

Neil highlighted training for Lowland and Hill leaders going forwards – it was agreed that the proposed OutdoorLads in-house training sounds apposite way forward. **NS**

Danny Ballantyne said that we need to ensure we fulfil leader training this year, including first aid and navigation training.

Look at a cycling Technical Advisor – Matt mentioned this and that we will need to put some attention to at some point. Liam and Matt to discuss. **MT
LR**

Danny Ballantyne updated trustees with the conversations with Owen at PYB – potential partner events on training and training facilities. Liam and Danny to go back to him on this. **DBa
I
LR**

The meeting closed at 9:12pm

Dates of next Board Meeting 2021:

Monday 7th June 18:30-21:00

Monday 21st August 20:00-21:00