

MINUTES OF BOARD MEETING



Meeting Title OutdoorLads Board Meeting
Location: Online
Date and Time Monday 20th February 7pm

Attendees

EG	Emma Green (Vice-Chair)
DB	Dave Banks (Treasurer)
SA	Steven Allan
RO	Richard Overton
FB	Fergus Brunning
JP	Joey Payne
CK	Chris Keivit
LR	Liam Russell (secretary/ staff)
YGR	Yvonne Goldsmith-Rybka (staff)

23/01 Welcome & Apologies for Absence

Apologies from Simon Hawthorn. Emma Green chaired the online meeting.

23/02 Approval Minutes last Board Meeting

No questions or comments were raised and 24 October 2022 minutes were approved. There were no matters arising not covered by the agenda for this meeting.

23/03 Declarations of Conflict of Interest

There were no other conflicts of interest to declare aside from those already declared.

EG to speak to LR about a possible conflict of interest.

23/04 Accept Resignation Chair

Two weeks ago William Llorel-Antoine handed in his resignation as Chair with immediate effect. No exit interview was granted by WLA.

It was agreed members will be notified this week.

Trustees accepted the resignation.

23/05 Interim Chair Appointment & Trustee Chair Recruitment

The post of chair is to be advertised this week; in the meantime Trustees were asked if they would like to put themselves forward as acting chair.

FB asked if the Vice Chair does not automatically take on this role, but Vice Chair EG expressed she would rather another Trustee stepped up as she would be unable to cover both roles in terms of the time commitment.

Joey Payne said that although he could not commit to the role long term, he did have some time up until 15th April and could cover the role until then. A suggestion was made that we could approach previous Trustees, in particular previous Chairs although it was agreed it would be easier to keep things internal with the existing Board until a permanent chair was found.

All present Trustees endorsed Joey Payne to step up as acting Chair with the caveat a new Chair be found by 15th April or at that time another Trustee to step into the acting role.

From 29th March Dave Banks will also stand down as Treasurer and Trustee due to his new employment and a conflict of interest. Therefore this position of Treasurer will also be advertised at the same time as the position of Chair.

23/06 Board Charter

A working document has been put forward for the Board (and Regional Co-ordinators) to work closer together as a team. With a focus on respect, accountability, and joint problem solving being the priority in order to avoid Trustee burnout. Trustees reviewed the document and agreed to communicate better and understand that in order to move forward their level of time commitment should be the same.

Trustees agreed the charter should be continually added to and not final. The document will be developed further offline.

23/07 Strategy Edits Approval & Joint Comms

Following feedback at the Regional Co-ordinators away weekend in January in regards to the future strategy; Strategy Comms document has been written to represent more of a collaborative document. All Trustees and staff agreed the document is now ready to be put forward to regional Co-Ordinators; to be closely followed by members the week after.

FB mentioned his concerns with the website homepage not yet reflecting the new strategy; but it was agreed that would be a future step after the co-ordinators had given their support to it. The document and contents will also feature on our social media accounts to strengthen the comms to members.

It was agreed long term that the website and social media language must reflect the new strategy, and that this will help with wider support from new partnerships. A review of website language and tone is planned for the new Comms and Marketing committee.

It was agreed that the future rebrand will be postponed until the strategy has been further communicated with members, but will still be taking place.

23/08 2023 Board Activities Prioritisation & Assignment

Trustees reviewed the board priorities document, making some edits to provide clarification. The document sets out some key activities for the board, why they are important, the priority level and an idea of when they need to be completed by.

The document is again a work in progress. Trustees were asked to further review offline and make suggested changes.

The 2023 AGM was discussed. Trustees are to collaborate on all areas so that this year's AGM is better organised and prepared further in advance. This needs to be a priority with the financial statement and relevant docs signed off a month in advance. It was noted that the accounts were delivered on time in 2022, far better to previous years.

Trustees noted some of the key issues that are outstanding for resolution, including insurance review, code of conduct, EDI, and VAT accounting and that will need to feature into these priorities.

23/09 Review & Approval of Sub-Committee Draft Terms of Reference/ Volunteer Recruitment

The Finance & Assurance, Delivery, Board of Trustees, Support, and Development Terms of Reference were available on Sharepoint and are to be read by all Trustees and approved by end of the week.

It was also agreed that the need is to prioritise chair and treasurer recruitment and that RO is to complete the comms ready to send out by next Monday.

23/10 Board & Finance Report

LR had provided a board report which was available on Sharepoint in advance and invited questions. 2023 events are selling well except Mardi Gras weekend, Scottish Easter & Ennerdale Hostel so need to push those three.

BIG Spring Camp has gone live and is off to a strong start with 35% places already sold.

DB referred to his board report and mentioned a small (but not concerning) drop in membership over the last quarter. With regards to finances, after depreciation there is a surplus of £40k which is surprisingly high – it should be noted, however, that £20k of this is retained cancellation fees, the ODL bar bought in £8k, and £12k was from website company refund – without which would have seen a loss.

A review of the membership fee needs is required. The fee has not changed for some time; although with the cost of living crisis and reserves currently high should not be rushed into.

23/11 Any Other Business

Complaints policy and code of conduct need updating – CK agreed to look at these.

Leader expenses to be discussed in next meeting due to time constraints,

The Meeting closed at 9.40

Provisional Dates of 2023 Board Meetings (still to be Agreed)

Monday 17th April 7pm Online

Thursday 29th June 6pm London Face to Face

Monday 21st August 7pm Online

Monday 11th September Pre AGM 7pm Online

AGM Monday 18th September 7pm Online

Monday 27th November 7pm Online