

Beltane Fire Society
Board Meeting Agenda

Date and time:	Monday 19 February 2018, 7pm
Location:	16 East Cromwell Street, Leith
Invited:	All Board, Blues and Event Coordinator

Item	Time	Details	Item lead
1. Welcome	7pm	<ul style="list-style-type: none"> I. Welcome - including to new board member Karen Dickson II. Apologies III. Declarations of interest regarding any agenda items 	Chair
2. Review of minutes and action points	7.05	<ul style="list-style-type: none"> I. <u>Decision:</u> approval of minutes II. <u>Update:</u> Progress on action points 	
3. Beltane 2018 <i>[Operations]</i>	7.15	<ul style="list-style-type: none"> I. <u>Update:</u> Progress/issues re GOs, Court, Blues for festival II. <u>Update:</u> Event coordinator update III. <u>Discussion:</u> Check in re other festival prep, open meeting, tickets, production/H&S, family Beltane etc 	Blues RT Various
4. Other operational matters <i>[Operations]</i>	7.40	<ul style="list-style-type: none"> I. <u>Update:</u> Progress with council re potential venue for Samhuinn II. <u>Update:</u> Compliance plan for premises and progress III. <u>Discussion:</u> GDPR - reviewing original plan and allocating tasks IV. <u>Discussion/decision:</u> Consideration of potential sublet of rooms within Number 16 	RT TW/EM SD Chair
5. Our charity and governance structure <i>[Governance]</i>	8.30	<ul style="list-style-type: none"> I. <u>Update:</u> Findings from meeting with EVOC re changes to BFS legal structure and governance (see paper) II. <u>Discussion:</u> Will the EVOC recommendations help us tackle issues set out in original paper put to members last AGM? III. <u>Decision:</u> Will we propose to members that we take on the recommendations to change our legal structure to become a SCIO, change decision making structures, and board terms as set out, or do something else? What steps/timescales? 	EMac/ BM/ AN All All
6. Finance <i>[Governance]</i>	9.05	<ul style="list-style-type: none"> I. <u>Update:</u> General financial position, review of January cash flow forecast, budget tracker and profit and loss II. <u>Discussion/decision:</u> Review/approval of annual trustee report and accounts III. <u>Update:</u> Overview of finance handbook 	Treasurer
8. AOB	9.35	<ul style="list-style-type: none"> I. <i>Confidentiality</i> II. <i>Numbers at board meetings</i> III. <i>Proposing Slack as tool for board and blues comms</i> IV. <i>Green arts initiative</i> V. <i>Com-6</i> 	Chair NK AN GR SD
9. Close of Meeting	9.55	<ul style="list-style-type: none"> I. Confirm date of next meeting 	Chair