

Beltane Fire Society
Board Meeting Agenda

Date and time:	Monday 17th August 2020, 7pm - 9pm
Location:	Held via Google Hangouts due to COVID-19 Situation meet.google.com/tsi-ijtb-ujv
Invited:	All Board, Operations Support

Item	Time	Details	Item lead
1. Welcome	7pm	I. Apologies II. Declarations of interest regarding any agenda items	Chair
2. Review of minutes & action points	7.05	I. <i>Decision:</i> approval of minutes from 3rd Aug meeting II. <i>Update:</i> Review action points	Chair
3. Governance Issues <i>[Governance]</i>	7.15	I. <i>Update:</i> Accessibility Survey and Working Group II. <i>Update:</i> EGM Plans III. Governance Aims for remainder of Board Term	
4. Policy & Procedure Approval <i>[Governance]</i>	7.45	I. <i>Review/Approval:</i> Court Selection Procedure II. <i>Review/Approval:</i> Environmental and Biodiversity Policy III. <i>Review/Approval:</i> Harassment and Bullying Policy IV. <i>Review/Approval:</i> Volunteering Policy V. <i>Review/Approval:</i> Whistleblowing Policy VI. Next steps with Policy and Procedure Tasks	All
5. Community issues <i>[Board only]</i>	8.40	I. <i>Update:</i> Complaints Tracking and update (if any) on active complaints A. 2020-COM-01/02 B. 2020-COM-06	All
6. AOB	9.55	I. AOB	All
7. Close of Meeting	9.00	I. Confirm date of next meeting	Chair

Short-Term Action Points	Deadline	To be actioned by
Sort Plaque for Bridget (Replacement is with Georgia - Open Meeting)	After lockdown	NB
Review Samhuinn budget depending on changes	15th August	All board
Code of Conduct embedded in all relevant documents for BFS	30th August	Ops Support
Set up Discord (or other online platform) to hold conversations around EGM materials	TBC	Board
Look into the suitability of Patreon for BFS	Sept/Oct	Ops Support
Creation of a Drive Structure document to show where trustees can locate necessary documents	Sept/Oct	AN

Prepare policies and procedures that need to be completed before end of August	Mid-August	Board
Look into Insurance Providers	Nov/Dec	NB

Long-Term / Ongoing Action Points	Deadline	To be actioned by
Look for potential co-op trustees or people suitable for sub-committees	Ongoing	All board
Look for potential new income streams (income gen or fundraising)	Ongoing	All board