

**Beltane Fire Society**  
**Board Meeting Agenda**

<b>Date and time:</b>	<b>Monday 28th September 2020, 7pm - 10pm</b>
<b>Location:</b>	Held via Google Hangouts due to COVID-19 Situation <a href="https://meet.google.com/kms-fjip-bdc">meet.google.com/kms-fjip-bdc</a>
<b>Invited:</b>	All Board, Operations Support

Item	Time	Details	Item lead
<b>1. Welcome</b>	<b>7pm</b>	I. Apologies II. Declarations of interest regarding any agenda items	Chair
<b>2. Review of minutes &amp; action points</b>	<b>7.10</b>	I. <i>Decision:</i> approval of minutes from <a href="#">7th September</a> meeting II. <i>Update:</i> Review action points	Chair
<b>3. Finance &amp; Income Generation</b> <i>[Governance]</i>	<b>7.20</b>	I. <i>Review:</i> <a href="#">August Accounts</a> II. <i>Update:</i> <a href="#">Rough budget for Samhuinn</a> III. <i>Update/Approval:</i> <a href="#">Financial Accounts for 2019</a> and <a href="#">Post B/S events</a> IV. <i>Update:</i> <a href="#">Fundraising &amp; Income Generation</a>	NB NB NB DW/BM
<b>4. Board project progress</b> <i>[Strategy/Operations]</i>	<b>7.50</b>	I. <i>Update:</i> Premises ( <a href="#">Issues tracking spreadsheet</a> ), Tenants, Office upstairs II. <i>Update:</i> Systems, Drive structure, Access to documents III. <i>Update:</i> <a href="#">Green Tracker</a> , Sustainability and Green Strategy	TW AN BM
<b>5. Governance Issues</b> <i>[Governance]</i>	<b>8pm</b>	I. <i>Update/Decision:</i> <a href="#">EDI Working Group Proposal</a> II. <i>Update:</i> EGM Plans III. <i>Discussion:</i> <a href="#">Risk Register for BFS</a>	DW BM BM
<b>7. Community issues</b> <i>[Board only]</i>	<b>9.20</b>	I. <i>Update:</i> <a href="#">Complaints Tracking</a> and update (if any) on active complaints A. 2020-COM-01/02 B. 2020-COM-06	All TW/BM AN/DW/SD
<b>8. AOB</b>	<b>9.50</b>	I. AOB	All
<b>9. Close of Meeting</b>	<b>10pm</b>	I. Confirm date of next meeting	Chair

Short-Term Action Points	Deadline	To be actioned by
Sort Plaque for Bridget (Replacement is with Georgia at last update)	After lockdown	NB/TW
Review Samhuinn budget depending on changes	ASAP	All board
Set up Discord (or other online platform) to hold conversations around EGM materials	TBC	Board
Creation of a Drive Structure document to show where trustees can locate necessary documents	Sept/Oct	AN
Prepare policies and procedures for approval before AGM	Dec	Board

Look into Insurance Providers	Nov/Dec	NB
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<b>Long-Term / Ongoing Action Points</b>	<b>Deadline</b>	<b>To be actioned by</b>
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