# Beltane Fire Society
## Board Meeting Agenda

**Date and time:** Monday 23rd November 2020, 7pm - 10pm  
**Location:** Held via Google Hangouts due to COVID-19 Situation  
[meet.google.com/ezd-ytki-bef](meet.google.com/ezd-ytki-bef)  
**Invited:** All Board, Blues, Event Coordinator, Operations Support

<table>
<thead>
<tr>
<th>Item</th>
<th>Time</th>
<th>Details</th>
<th>Item lead</th>
</tr>
</thead>
</table>
| **1. Welcome** | 7pm | I. Apologies  
II. Declarations of interest regarding any agenda items | Chair |
| **2. Review of minutes & action points** | 7.10 | I. Decision: approval of minutes from October meeting  
II. Update: Review action points | Chair |
| **3. Operations Issues**  
II. Update: Beltane 2021 Preparations  
A. Prep for Court (Shout outs, selection)  
B. Blues (Continuing in role, new blues if needed)  
C. Format of the Festival (if we have one)  
D. Anything else we need to think about this early (i.e. List of Tasks or Shoutouts) | All  
All |
| **4. Governance Issues**  
[Governance] | 8pm | I. Discussion/Decision: AGM (Inc. Feedback from Membership)  
II. Discussion/Decision: EGM Outcome  
III. Update: EDI Committee | BM  
BM  
DW |
| **5. Community issues**  
[Board only] | 8.30 | I. Update: Complaints Tracking and update (if any) on active complaints  
A. Matter from Debrief around GO Conduct  
B. 2020-COM-01 and 2020-COM-02  
C. 2020-COM-06 | All  
BM  
BM/TW  
AN/DWI |
| **6. Finance & Income Generation**  
II. Update: Fundraising & Income Generation | NB  
DW/BM |
| **7. Board project progress**  
II. Update: Green Tracker, Sustainability and Green Strategy | TW  
BM |
| **8. AOB** | 9.50 | I. AOB | All |
| **9. Close of Meeting** | 10pm | I. Confirm date of next meeting | Chair |

### Short-Term Action Points

<table>
<thead>
<tr>
<th>Short-Term Action Points</th>
<th>Deadline</th>
<th>To be actioned by</th>
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<tbody>
<tr>
<td>Sort Plaque for Bridget (Replacement is with Georgia at last update)</td>
<td>After lockdown</td>
<td>NB/TW</td>
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<tr>
<td>Prepare policies and procedures for approval before AGM</td>
<td>Dec</td>
<td>Board</td>
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<tr>
<td><strong>Look into Insurance Providers and what can we cover with volunteers ahead of Beltane 2021</strong></td>
<td>Dec-Mar</td>
<td>NB</td>
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<thead>
<tr>
<th><strong>Long-Term / Ongoing Action Points</strong></th>
<th><strong>Deadline</strong></th>
<th><strong>To be actioned by</strong></th>
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<tbody>
<tr>
<td>Look for potential co-op trustees or people suitable for sub-committees</td>
<td>Ongoing</td>
<td>All board</td>
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<tr>
<td>Look for potential new income streams (income gen or fundraising)</td>
<td>Ongoing</td>
<td>All board</td>
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