

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

<b>Date and time:</b>	<b>Monday 14th March 2022, 7.30pm - ppm</b>
<b>Location:</b>	
<b>Invited:</b>	All Board, Blues, Operations Support,EC  Steve Marsha

Item	Time	Details	Item lead
<b>1. Welcome</b>	<b>7:30pm</b>	<ul style="list-style-type: none"> <li>I. Apologies</li> <li>II. Declarations of interest regarding any agenda items</li> </ul>	Chair
<b>2. Review of minutes &amp; action points</b>	<b>7.40</b>	<ul style="list-style-type: none"> <li>I. <i>Decision:</i> approval of <a href="#">minutes</a> from Previous meetings</li> <li>II. <i>Update:</i> Review action points</li> </ul>	Chair
<b>4. Finance, Fundraising &amp; Income Generation</b> [Governance] moved to beginning of meeting		<ul style="list-style-type: none"> <li>I. <a href="#">February Accounts</a> were presented</li> <li>II. Tickets &amp; <a href="#">Booking Fees</a> Options plus or inclusive booking fee ....  Leave it as it is</li> <li>III. Premises SubLets Changes afoot</li> <li>IV. Restricted procurement donations (Peter and Alan Howse) and Gift Aid processing  Dex thought on systems needed for asset management</li> </ul>	
<b>4. Operations Issues</b> [Operations]	<b>7.50</b>	<ul style="list-style-type: none"> <li>I. <i>Update:</i> Beltane 2022 Preparations               <ul style="list-style-type: none"> <li>A. Interim Review of GO selection Process                   <ul style="list-style-type: none"> <li>1. Disclosures</li> <li>2. Any missing or short falls?</li> </ul> </li> </ul>               Ross Cameron- photopoint but might still be available                 Night watch coordinator being sought                Bower potential people:Helen Bradburn James Turner,             </li> <li>B. Open meeting review Enormous thanks to Sarah Barr for online stream  Point person on comments  Biscuit factory accessibility is a bit dodgy Venue is nice Noise bleed from the ground floor and noisy entrance</li> </ul>	All

		<p>C. Update from the Event Coordinator</p> <ol style="list-style-type: none"> <li>1. To do list - what has been done, what still needs to be done?</li> </ol> <p>Membership tickets</p> <ol style="list-style-type: none"> <li>2. Artist in residence update (posters etc)</li> <li>3. Comms and Press update</li> <li>4. Collective update - ACTION ? WHO?</li> <li>5. Security/FOH/site safety contract updates</li> <li>6. EPOG meeting</li> <li>7. Any other notes</li> </ol> <p>Nicky Saunders: proposal for family beltane sun 24th at SSC</p> <p>GO meeting</p> <ul style="list-style-type: none"> <li>- Sharing of speculative members a collaborative central list of potential</li> <li>- uneasiness with greater oversight and making unfair decisions over other groups.</li> <li>- 1. When you've chosen your people so that other people know?</li> <li>- sharing lists before selection</li> <li>- standardized email content for</li> </ul> <p>Afterparty organisation -</p> <p>Biscuit Factory Ground Floor private event - DEX</p> <p>II. Operational Update (Admin)</p> <ol style="list-style-type: none"> <li>A. Open practices and Closed groups</li> <li>B. New members approval</li> <li>C. Progress report</li> </ol> <p>III. Premises</p> <ol style="list-style-type: none"> <li>A. Sublets</li> <li>B. Proposal from Ant Edwards (potential QM)</li> </ol> <p>Thought s on process and line Line manager Neil</p> <ol style="list-style-type: none"> <li>C. Sort out</li> </ol>	
<p><b>4. Governance Issues</b> <i>[Governance]</i></p>		<p>I. <i>Trustees indemnity insurance - progress update</i></p> <p>II. AGM</p> <ol style="list-style-type: none"> <li>A. Timeline</li> <li>B. Trustee Recruitment (URGENT)</li> </ol>	<p>TW</p>
<p><b>5. Community issues</b> <i>[Board only] moved to end of meeting</i></p>		<p>I. <i>Update: <a href="#">Complaints Tracking</a> and update (if any) on active complaints</i></p>	
<p><b>7. Board project progress</b> <i>[Strategy/Operations]</i></p>		<p>I. Safeguarding</p> <p>II. Equalities, Diversity and Inclusion</p> <p>Equalities Diversity and Inclusion stagnated</p> <ul style="list-style-type: none"> <li>● Membership, scope and parameters</li> <li>● Dex and Tom to help manage this. Invite to blues</li> </ul>	

		III. Website - Dan and Dex	
<b>8. AOB</b>	<b>9.50</b>	I. AOB II. Increase COVID precautions? A request for additional precautions Check in and monitoring with G.Os Added to the standing agenda	All
<b>9. Close of Meeting</b>	<b>10pm</b>	I. Confirm date of next meeting 11th April 2022	Chair

Short-Term Action Points	Deadline	To be actioned by
		Dex
		TW
		EC
Website - touch base with Pheobe and Russ - Ticket Link and button on the festival	fortnight/week	
Trustee indemnity insurance		
AGM meeting Venue -		TW
Appoint a nominated officer - complaints		

Long-Term / Ongoing Action Points	Deadline	To be actioned by