

Beltane Fire Society
Board Meeting Agenda

Date and time:	Monday 23rd May 2022, 7:30pm - 10:00pm
Location:	Board Meeting Board Meeting Monday, 23rd May · 7:30 – 10:30pm Google Meet joining info Video call link: https://meet.google.com/bhw-ngsv-zij Or dial: (GB) +44 20 3937 2047 PIN: 859 896 201# More phone numbers: https://tel.meet/bhw-ngsv-zij?pin=2632761842764
Invited:	All Board, Blues, Operations Support,EC

Item	Time	Details	Item lead
1. Welcome	7:30pm	I. Apologies from Dex & Katie II. Declarations of interest regarding any agenda items	Chair
2. Review of minutes & action points	7.40	I. <i>Decision:</i> approval of minutes from Previous meetings II. <i>Update:</i> Review action points	Chair
3. Operational Issues		I. <i>Update:</i> Beltane 2022 - after activities A. Update from the Event Coordinator a) Overall a pretty successful festival b) GOs mainly reported having a good time, some feedback to work through. c) Comms went really well, both Francis & Phoebe did great. d) Personally very challenging work. e) Citizenticket did excellent stepping in to support witnesses who needed it. f) Broadly positive reports from the Security team. g) Council have asked that future festivals have a BFS representative in Event Control. h) More lighting and signage is needed i) Some barriers weren't where performers expected them to be, some communications issues acknowledged. 2. To do list - what has been done, what still needs to be done? - Beltonia return day, June 5th - Comms debrief - Council debrief - Further conversation needed with Lookout - Send formal thanks to all the suppliers 3. Blues update a) Weren't sure why the festival was overrunning b) We've probably lost some skills continuity that caused additional friction.	

		<ul style="list-style-type: none"> c) Blues feeling a need to work on their own communication, internally & externally d) Have a wet weather protocol e) Remind members to read the procession position to indicate their timing f) Encourage groups to perform at walkthroughs more, to solidify timings <p>II. Operational Update (Admin and Alex)</p> <ul style="list-style-type: none"> 1. B. AGM Notification and paperwork <ul style="list-style-type: none"> 1. Need to circulate the AGM announcement immediately 2. <p>III. Premises</p> <ul style="list-style-type: none"> A. Collective is now mostly moved out B. BeUnited are staying on 	
4. Finance, Fundraising & Income Generation [Governance] moved to beginning of meeting		<ul style="list-style-type: none"> I. April Accounts and Beltane 2022 <ul style="list-style-type: none"> A. Funds from Creative Scotland, compensating for the delay of the open meeting II. Tickets & Booking Fees <ul style="list-style-type: none"> A. £97,300 sales, compared to 2019 £60,000. B. Expenditure was £48,000, slightly under budget. C. 7163 tickets sold. Weather may have suppressed attendance. D. A lot of people, possibly the majority, paid the recommended fee, instead of the minimum fee. E. Childrens' tickets were very well-received and sold out. F. We are now back at the reserves required by our reserves policy III. Premises SubLets IV. Restricted procurement donations (Peter and Alan Howse) and Gift Aid processing 	
		Non Trustees to leave except admin support	
5. Board Projects		<ul style="list-style-type: none"> - Safeguarding - 	All
6. Governance Issues [Governance]		<ul style="list-style-type: none"> I. <i>Trustees indemnity insurance - progress update</i> II. AGM <ul style="list-style-type: none"> A. Venue update B. Timeline C. Trustee Recruitment 	TW
7. Community issues [Board only] moved to end of meeting		<ul style="list-style-type: none"> I. <i>Update: Complaints Tracking and update (if any) on active complaints</i> 	
8. AOB	9.50	<ul style="list-style-type: none"> I. AOB 	All

9. Close of Meeting	10pm	I.	Chair
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Short-Term Action Points	Deadline	To be actioned by

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