

Monthly Trustee Meeting – May 2022

18th May 2022

7pm BST

Attendees: Joanna Wilkinson (JW), Steve Sandoval (SS), Jack Steer (JS), Ian Lyon (IL)

Apologies: Joel Shooter (JSh), Rob Wilkinson (RW)

Absent: Jason Arrowsmith (JA), Steve Doran (SD), Michael Hope (MH), Paul Hodgson (JH)

Matter Arising	Notes	Action
1. Chair introduction and welcome	<input type="checkbox"/> <input type="checkbox"/>	
2. Apologies for absence	<input type="checkbox"/> <input type="checkbox"/> Joel Shooter (JSh): charitable run <input type="checkbox"/> <input type="checkbox"/> Rob Wilkinson (RW): Working late	
3. Meeting minutes approval from prior meeting: 20/04/22	<input type="checkbox"/> <input type="checkbox"/>	
4. Finance & Membership Update:	<input type="checkbox"/> <input type="checkbox"/> Couple of new members	
a. Membership update ahead of year end		
b. Finance update		
c. Year-end matters		
i. Debtor recovery – Morecambe Cars and Commercial		

ii. Expenses and cash collection

iii. Confirm membership prices for 2022-23

5. 2022-23 Membership Pack progress

a. Membership card arrive, badges on order

b. Confirm coasters order quantity and quotation

c. Member booklet outstanding (JW)

d. Sponsorship for postage?

☐ Website needs updating – Steve S

☐ Membership book – Jo

☐ Membership packs to direct debit members First week of June

☐ Life members need to request a membership pack – Jack to send email

☐ US Packs to be mailed to Steve S

☐ Keyrings to new members??

6. Other administration matters

a. Prize draws – issue of vouchers, settlement of vouchers, confirm 22-23 dates ☐ August 5

b. AGM date confirmation and election management committee

i. Confirmation of number of trustees to resign (4)

ii. Circulation of forms (8 weeks before AGM)

iii. Confirmation of places available (12 maximum trustees)

iv. Reissue of Board Conduct Policy (JS)

v. Website update – partners, minutes etc

☐ Take off Steve's list

☐ Stepping Down

o Michael

o Jason

o Jo

o Paul

o Steve D?

☐ Remaining

o Ian

o Jack

o Steve

o Rob

☐ Keep max members to 12 people

☐ Website – Steve to print website and offer revisions

7. Away travel – discuss final position and brief update for 2022-23

☐ TBD once fixtures released

8. Other projects

☐☐ TBD if we are going to be doing a 2023 calendar

a. Calendar sales update, action on final stock, and proposal for 22-23

b. Partner agreements update,

c. Memorial garden

d. Raise the roof plaque, cheque presentation photo

9. Points for club

a. Roof progress

b. JB lack of capacity for increased numbers- use outside?

10. AOB

☐☐ Review of Board Membership and Conduct Policy - Jack

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