

## Minutes BYC Board 10<sup>th</sup> July 2010

**Trustees Present:** Chair Alex Delaney (AD), Tim Coates (TC), Tom Le Feuvre (TL), Ian Adderley (IA), Mark Flynn (MF) Liam Preston (LP), James Slocombe (JS), Josh Snape (JoS), Alex Pott (AP), Elle Dodd (ED),

**In attendance:** James Cathcart (JC), CEO and Company Secretary

**Apologies:** Leah Magoye (LM), Jack Rowley (JR),

### Action points Summary

Action	Who	When
Updated Rule book with amends will be circulated for 7 days and then posted to website.	JC	After 7 days.
Flip charts notes to be circulated.	Chair	Sept Board
TLF Africa brief to be circulated.	TLF	Not set
TLF to prepare paper for Sept meeting on BYC Commonwealth engagement.	TLF	Not set
Board invited to submit second choice nominations for Hon Pres roles to JC in seven days.	All	JC
Signed Accounts and Letter of representation to HW Fisher.	JC	7 days
AD and JC to discuss further the 2 year 360 appraisal cycle proposal.	CEO/JC	Not set
International trustees to meet and further reflect on opportunities and recommendations.	JE	
Board members to write handover notes of roles for next induction – guidance will be sent before next Board.	All/AD send guidance	Sept Board

### 1. Minutes May 2010

Corrections noted

### 2. Matters Arising

a/ Rule book amends agreed including that members could challenge Chairs ruling by 2/3 majority at ACM. Will be circulated to Board for 7 days and then posted to website.

b/ Commonwealth Youth Exchange Council had decided against applying for Youth In Action Money, but will instead seek smaller bids to run pilot good practice sharing event in Africa.

TLF is drafting a paper for Board to consider greater Commonwealth engagement. (Sept Meeting)

c/ Discuss Honorary President nominations. Agreed re-nominate current Presidents but yet to agree seconds. Names suggested were Chloe Smith; Stella Creasley. Will circulate names to Board within week for confirmation.

### **3/ CEO report (written)**

Discussion and questions. New Performance indicator model reviewed.

### **4/ Management Accounts**

Previously discussed and noted by Financial Strategy Group and provided to full Board for information.

1. Balance and Summary
2. Targets summary
3. Fundraising update
4. Auditors report and Annual Accounts

Progress discussed and noted.

Annual Accounts agreed and signed off. Letter of representation signed by Treasurer and to be sent to HW Fisher auditors.

### **5/ Chairs report**

1. Spoke as Cooperative Group launch of new programme championing young people.
2. Chaired Search Group (see report)
3. FSG
4. Several media appointments
5. Met CEO for regular supervision

### **6/ Trustee round up**

Trustee reported back on various subgroup and ambassadorial roles.

## **7/ CEO appraisal process evaluation**

Agreed to adopt model as recommended with closer involvement of previous years Chair in process annually. However discussion around frequency and CEO asked to re-consider 2 years.

## **8/ International representation paper**

James Edleston (Head of International) joined the meeting and made presentation.

Board note his six aims and objectives but asked for further work and reflection prior to considering recommendations at next Board in Sept. International trustees to be convened by JE.

## **9/ Search Group interim report (written)**

Final report to come to next Board when process complete including recommendation on Treasurer vacancy.

JC asked for guidance on rules and process for RON winning.

Details of process for handling election hustings to be discussed further by ACM planning group.

Thanks to Search group for hard work

## **10/ AOB**

- TLF requested that we invite guest from Botswana to attend (and speak if time permits)
- Next board in Manchester, Friday 3rd Sept, 8.00 pm, with sandwiches.
- Request to members to write handover notes of roles for next induction