

IRONBRIDGE AND SEVERN GORGE LIONS CLUB CIO

TRUSTEE BOARD MEETING

36 Lambeth Drive TF3 1QW

05 July 2023 at 8pm

Trustees:	John Foley	(President)
	Andrew Pilsbury	(Secretary)
	Jane Turner Bragg	(Elected Trustee Yr3)
	Martin Lang	(Elected Trustee Yr2)

Chairmans Welcome

The President welcomed all trustees to the first meeting of his 2023/24 tenure. John outlined his vision for the club and vision for community service going forward. He asked that the sub-committee set up for community service be replicated with a fundraising sub-committee that can report back to the business meeting on a monthly basis.

It was confirmed that Carol P will continue as Almanor, Alexis will continue as tail twister and Gordon to continue with the football. John further confirmed officer roles to include VP, Treasurer and fundraiser are required going forward.

JF to note roles required at July business meeting

Minutes of meeting 06/04/2023

Martin proposed that the minutes be accepted as a true and accurate record of the meeting. This was seconded by Jane and carried unanimously on a vote

Matters Arising

John noted the dehumidifiers will require an annual PAT test

JTB to ask Pete to access PAT testing to all units by end Nov 23

Treasurers Report

John asked Trustees to note the contents of the July 2023 report and furthermore noted the positive financial position the club holds at this point. It was noted that Gift aid for FY 2023/24 can only be estimated at this point until GA returns are complete. JF proposed the reports accuracy and JTB Seconded the proposal

JF noted that a question by members had been raised regarding financial sign off procedures. Following discussion on this point it was agreed to replicate the officer sign off procedure as set in 2022/23

JF to clarify sign off procedure and circulate to 2023/24 Trustees for information.

It was further noted that a formal "thank you" would be sent to the outgoing Treasurer, Jo Dolan for her work in 2022/23

JF to action

Membership Subscriptions 2023/24

The report tabled at the meeting to outline the membership subscriptions position for 2023/24 was discussed at length. JF noted the minimum of £80.35 per member was identified when taking international, district and MD increased dues into account. This is an increase of £8.00 per member for 2023/24. JF further proposed a second value of £84.00 per member as this was better divisible by 12. A discussion took place and it was agreed to set 2023/24 member subscriptions at £80.00 per member per year. This was formally proposed by AP and seconded by ML

JF to advise Graham accordingly and further advise members at July members meeting

Trustee membership 2023/24

A discussion took place regarding the current Trustee tenure. ML agreed he will continue his term as a Trustee which is due to end in June 2024 and JTB confirmed that she will also continue her term as a Trustee due to end June 2024. It was noted that JTB had previously agreed to extend her term in 2023 which means her term as a Trustee would be a 3 year period. JF thanked trustees for their continued support.

A discussion also took place regarding succession planning for all officer/elected roles within the club as it was felt this was a weakness that could be improved.

JF/JTB/ML/AP to agree objectives and way forward at October trustee meeting

Forecast and forward planning

A long discussion took place regarding the forecast and forward planning for 2023/24. It was agreed by all trustees that the new treasurer (when elected) should be included in this process going forward. Trustees agreed to replicate 2022/23 events as set out in the events calendar as this will add continuity to the club activities and will reap similar financial rewards for donating to worthwhile causes.

AP noted that community service were averaging donations of £11'600 to good causes over the past two years (2021/22 - £11'500. 2022/23 - £11'900) It was further noted that 2018/19 to 2022/23 shows the club has donated over £46'500 to worthy causes increasing year on year. This approach was formally proposed by JF and seconded by ML.

The discussion also noted again the need for a fundraiser for the group

JF/AP to raise at monthly members meeting (on-going)

Gift aid update

This topic was covered elsewhere in the meeting with nothing significant to add

Prostate Planning

It has been noted by Colin Thompson that he has received a notification of an increase in the price charged by the Graham Fulford trust from £22 per test to £25 per test which will slightly raise the cost of the programme. The increase test and phlebotomist costs were noted by the trustees (circa 13%) and when taking into account current reserves held by the club we agreed to continue the programme.

JF to update members at July meeting

A discussion took place regarding frequency of testing programme. Do we continue with three programmes per year or reduce to 2 programmes per year?

Intention remains to test up to 600 local men. It was agreed by Trustees to continue with a testing programme of three per year with a donation of circa £20.00 and ascertain viability at the October 2023 Trustee board meeting.

JF/JTB/ML/AP review programme & viability Oct 2023

Membership matters Inc new members

AP passed over two new member packs to JF for proposed new members Paula and Rob in readiness for induction at July member meeting

JF noted "Mark" who assists at Prostate programme may be joining the club

A discussion took place regarding members not attending/missing 3 meetings in a row, It was agreed that Carol will make contact with said members to ascertain situation.

JF to liaise with Carol for update

ML raise the issue regarding "Friends" e-mail and does it include all Friends?

AP to liaise with Colin to ensure e-mail is up to date & inclusive

JF noted that David Liddle had spoken to him re; approaching large local business' with pending staff retirements to ascertain interest in joining club. Trustees agreed it was a good way to raise club profile and look to move forward

JF to discuss process further with DL

AOB

Santa & Sleigh towing: JF noted the issue of towing the sleigh this Christmas and how to conclude. AP noted we were now only missing 3 days as members have stepped forward to assist with the towing. Sunday 10th Saturday 16th and Sunday 17th are needed.

JF agreed to update members in July and ask for signoff of expenditure to hire vehicle for 3 days. Value for 3 days hire circa £207.00. This proposal was approved by AP and seconded by ML

JF to obtain members sign off

Charlie has been approached by an organisation asking for litter picking help at Shrewsbury flower show. Trustees agreed in principle further to donation value confirmation.

JF to liaise with Stuart for more detail. JF to update members at July meeting

SOB: Discussion took place regarding uplifting donations to SOB attendees in light of falling donation values. Taking the average raised to date (excl 1st responders rained off) we achieved £278.00 per donation. JF proposed uplifting all for remaining year to £350.00. The proposal was seconded by JTB and trustees agreed to review at the January 2024 Trustee meeting.

JF to update members at July members meeting

Publicity and Promotion: JTB raised the lack of available promotional literature and the possibility of increasing the availability, this will assist with raising profile of "ISGL club" Trustees agreed to discuss this at the July business meeting with the aim of agreeing a sum to spend against (£500?) The wants and needs identified include but not restricted to, Weighted flags (2no) pens, key rings etc. The proposal was seconded by AP

JF to raise at members July meeting

AP raised the issue of the “Ironbridge parish news” booklet had errors in meeting location and point of contact. Trustees agreed that AP speak to Margaret (publisher) to amend accordingly. JF agreed to be main point of contact and home telephone number to be included. It was further noted that JF to speak to John Marsh regarding accuracy in other publications.

Amendments are also required to food distribution leaflets.

Trustees approved the proposal for amendments unanimously

AP and JF to action

WhatsApp: A discussion occurred regarding communications between elected Trustees outside of meetings. It was agreed by all parties to set up a WhatsApp group for “Trustees” only.

AP to set up

Data Protection: AP passed JF the latest Data Protection certificate. The certificate expires October 2023 and will therefore require renewal. The current DP officer is identified as Colin Thompson.

JF and AP to discuss way forward along with renewal of data protection for 2024

There being no further business John closed the meeting at 10pm