



**VOX 60th Board Meeting
Tuesday 11th October 2016
The Renfield Centre Glasgow**

| | | |
|----------------------|------------------|-------------------------|
| Present: | Eddie Lennon | Member Director |
| | Chris Evans | Member Director |
| | Alastair Simmons | Member Director |
| | Andrew Muir | Member Director |
| | Colin Murchie | Member Director |
| | Pauline Bradley | Member Director |
| | Paul White | Member Director |
| | Dougie Pickering | Member Director |
| | Chris White | Member Director |
| In Attendance | Wendy McAuslan | Development Coordinator |
| | John Steel | Administration Officer |

1. Minutes.

The minutes of the 59th board meeting held on Tuesday 9th August 2016 were formally adopted on the motion of Chris Evans and Pauline Bradley. Some changes were made including Alistair Simmons and Chris White mentioning that they weren't at that board meeting/taster session.

2. Conflict of Interest.

There were no conflicts of interest raised.

3. Election of Office Bearers.

The following Office Bearers were elected for the term 2016-17.

Secretary: Dougie Pickering
Treasurer: Chris White

The office of Chairperson and Vice Chairperson were held over until the next meeting so people could have an opportunity to have met each other and reflect on who they feel may have the appropriate skills. Pauline Bradley noted that she would like to put herself forward as Chairperson.

It was intimated that currently there were still two vacancies for member directors and two vacancies for non-member directors (Advisors to the board).

Board members present were asked to write in to the office with suggestions for people to fill these offices. It was also intimated that a skills audit would be sent out to board members.

Action: All board members to contact office regarding suitable suggestions for vacancies.

4. Prior to the election of Office Bearers for 2016-17, Wendy McAuslan assumed the Chair and welcomed everyone present with a particularly warm welcome to the six new board members.

5. Board dates for 2017

A discussion took place regarding the dates and venues of board meetings for 2017. It was agreed that the November board meeting will be held on Tuesday 8th November in The Renfield Centre, 260 Bath Street Glasgow G2 4JP. Further discussion will take place regarding dates for 2017. It was agreed that a development day will be scheduled to take place before the end of the year. This would focus on the business plan and key outcomes for the year.

Action: Wendy to progress suggested content and John to progress dates.

6. Board Paper: VOX Overview.

Wendy McAuslan, VOX Development Coordinator gave the board members an overview of basic information/key papers relating to VOX. This covered key policies, information regarding companies house, OSCR, the memorandum of understanding and our constitution.

Board members were encouraged to ask questions, and copies (either email or hard copies) would be made available at the next meeting of these key documents.

7. Essential Roles Paper.

This paper looked at the key responsibilities board members have to the charity/limited company, and how to ensure our planning for the year supports these responsibilities.

- a) Development day
- b) VOX business plan for 2017-2020, current business plan ends march 2017.
- c) Policy overview, keeping them up to date and relevant.
- d) Staff Updates/how information is provided so directors are happy we are fulfilling our outcomes.

8. Financial Updates Schedule.

It was agreed that a financial update would be produced to the board members on a quarterly basis. Start January/end March (so financial year end is clear)/start July and September.

9. Skills audit/training needs for board members.

It was felt that the best place to start would be through the skills audit.

Action: Wendy and John to progress.

10.AOCB

Pauline mentioned the consultation relating to the homeopathic hospital, and it was agreed to send this in our weekly bulletin.

11.Date of the next meeting

The date of the next meeting was set for the 8th November 2016, venue, Renfield St Stephens Centre, 260 Bath Street, Glasgow.