

Minutes of the BHA Board of Trustees Meeting
27 July 2013 11.00-15.40 at 39 Moreland Street, London EC1V 8BB

Present: Robert Ashby (Chair), Patricia Rogers (Vice Chair), John Woolhouse (Treasurer), John Adams (JA) [from 14/13/3], Tom Copley, Blaise Egan, Guy Otten [from 15/13], Alan Palmer, David Pollock, Mary Porter, and Alom Shaha.

In attendance: Andrew Copson (Chief Executive and Company Secretary), Pavan Dhaliwal (Head of Public Affairs) [for 18/13], Jessica Layfield (minutes), Catriona McLellan (Head of Operations) [for 15/13].

Item		Action
14/13/1	Apologies for absence were received from Paul Blanchard (PB), Martin Rowson (MR) and David Savage (DS).	
14/13/2	A declaration of interest was made in relation to any discussion of the Rationalist Association by DP (a trustee of the Rationalist Association).	
14/13/3	<p>The Board welcomed new Trustees Tom Copley and Alom Shaha.</p> <p>The Board elected Robert Ashby as Chair.</p> <p>The Board elected Patricia Rogers as Vice Chair.</p> <p>The Board elected John Woolhouse as Honorary Treasurer.</p> <p>The Board appointed John Adams as a trustee for a three-year term with a view to his taking over as Treasurer in or before July 2014.</p> <p>The Board appointed Jenny Bartle and Norman Ralph to the Board of the AHS for three-year terms.</p> <p>The Board appointed Mary Porter to the GALHA Committee for a one-year term.</p> <p>The Board appointed Pavan Dhaliwal, Sara Passmore, David Pollock, Patricia Rogers, and Josh Kutchinsky as BHA representatives to the International Humanist and Ethical Union (IHEU). The Board noted that Andrew Copson is also an IHEU Vice President.</p> <p>The Board appointed Andrew Copson as BHA representative to the European Humanist Federation (EHF). The Board noted that Pavan Dhaliwal is also a director of the EHF.</p> <p>The Board re-appointed Andrew Copson, Sara Passmore and John White as BHA representatives to the Religious Education Council (REC).</p> <p>The Board re-appointed Sara Passmore as BHA representative to the National Council of Faiths and Beliefs in Further Education (FBFE).</p>	

14/13/4	<p>The Board added the following to the agenda:</p> <ul style="list-style-type: none"> - Matters arising from previous confidential minutes. - Financial commentary to be discussed at the end of the management report. 	JW, JA
14/13/5	The Board approved the minutes of the previous meeting.	
14/13/6	<p>Matters arising from the previous minutes:</p> <ul style="list-style-type: none"> - 8/13/10 – PR asked if we can we produce different budgets for each quarter given the seasonal nature of our income and expenditure. JW advised this would not be possible this year. The Board agreed that JW and JA should discuss the possibility for this in 2014. - Confidential minute. 	
15/13	<u>Management</u>	AC
15/13/1	The Board received the management report for the period 2013Q2.	
15/13/2	The Board congratulated the management on the success of the Annual Conference.	
15/13/3	The Board expressed support for the new Humanist Ceremonies marketing structure, which has proven to be very effective.	
15/13/4	The Board requested that all acronyms are explained in future management reports.	
15/13/5	The Board requested a copy of the Partner Groups volunteer application pack and requested that this be distributed to the Central London Humanists. The Board agreed that management should consider seeking funds from Partner Groups to fund central staff support for them.	
15/13/6	The Board congratulated the management on the progress made on Pastoral Support.	
15/13/7	The Board noted that lawyers acting for BHA in the Nicklinson case had informed us that the judgment will not now be handed down until October.	
15/13/8	The Board noted that in future the Presidential Reception will be held closer to World Humanist Day (21 June). PR advised the BHA Choir will be hosting an annual event on this date, and so the Presidential Reception will need to avoid a clash. PR also advised that a North West Humanist choir has been organized and the byelaws may need to be adjusted to accommodate this.	
15/13/9	Confidential minute.	
15/13/10	The Board received accounts and a financial commentary for 2013Q2 and 2013YTD.	
15/13/11	The Board agreed that management contact the Cranfield Trust for a placement	

15/13/12	to support our current IT development work.	
15/13/13	The Board noted the possibility of a requirement to obtain funds in the near future to support the expansion of humanist marriages, if legal recognition is granted.	
15/13/14	The Board welcomed the financial commentary and thanked the Chief Executive and Head of Operations for producing the report in such a short space of time.	
15/13/14	The Board's attention was drawn to the overall reduction in charitable giving across the voluntary sector and the fact that this has come to affect our income.	
16/13	<u>Governance</u>	
16/13/1	The Board received an oral report from AC on suggestions received from our members on how to improve the Board of Trustees election process. The Board appointed MP and TC to discuss this in more detail and report back at the next meeting with any proposals.	MP, TC
16/13/2	The Board approved the minutes of the AGM as appended.	
16/13/3	The Board noted that this year we did not send AGM papers by post, but instead electronically. This did not affect attendance numbers and we will do this again next year.	
16/13/4	The Board reviewed the Trustee Skills Audit and reminded those who had not submitted their audits to do so as soon as possible. The Board agreed that there were no specific gaps in skills and experience to be filled but noted that the gender breakdown of the Board did not reflect that of the membership and that this was a matter for further consideration.	
16/13/5	<p>The Board agreed the following changes to the Byelaws:</p> <p>A: Honorary and Life Membership</p> <p>Amend 2.14 and 2.3.2 as follows, deleted the parts struck through and adding the parts highlighted:</p> <p>2.1.4 Honorary Member</p> <p>The Board may elect Honorary Members in recognition of some significant service performed by a person (whether a current BHA member or not) to or on behalf of the BHA in furtherance of its Aims. Honorary Members will have all the rights, privileges and obligations of individual Life Members (other than the requirement to pay any form of subscription) and the right to stand for any elected position on the Board. Honorary Membership is for life but may be revoked by the Board. Unless resolved otherwise by the Board. Honorary Membership shall be offered automatically to members of the All Party Parliamentary Humanist Group, Humanist Philosophers Group, and</p>	

16/13/6	<p>Distinguished Supporters (and members of any successors to these groups) for the duration of their time as members of these groups, unless they are already members under another class of membership. Unless resolved otherwise by the Board, Honorary Membership shall be offered automatically to departing senior staff for life.</p> <p>...</p> <p>2.3.2 Life Member</p> <p>The Board shall specify from time to time the amount of the single payment which shall serve to qualify the applicant to become a Life Member. Once the single payment has been accepted the person will be entered in the membership lists of the BHA as a Life Member. All the benefits of membership will be maintained until:</p> <ul style="list-style-type: none"> i. The Life Member retires as in 2.2.3.c above or; ii. The death of the Life Member. <p>Life Membership shall be offered automatically without payment of a subscription to members of the All Party Parliamentary Humanist Group, Humanist Philosophers Group, and Distinguished Supporters (and members of any successors to these groups) unless they are already members under another class of membership.</p> <p>This is to clear up the ambiguity that currently exists between Honorary Membership and the Life Membership that is offered to Distinguished Supporters and others.</p> <p>B: Marriages</p> <p>Add a section 12 to the Byelaws as follows:</p> <p>Section 12: Humanist Marriages</p> <p>The Board shall agree usages for humanist marriages to be performed by accredited celebrants.</p> <p>This is so that we have a mechanism ready by which we can create the necessary guidelines which the conducting of legal marriages will require.</p> <p>C: The AHS</p> <p>Insert the existing constitution of the AHS (the National Federation of Atheist, Humanist and Secular Student Societies) as a new section 13 of the Byelaws, with consequent renumbering of its clauses. This is to avoid having a separate document as currently, and will mean that all the rules governing every part of the BHA are in a single document.</p> <p>The Board approved the following dates for 2014 Board Meetings, Away Days and AGM:</p>	
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	<p>8 February BoT Meeting 10 May BoT Meeting 12 July AGM 2 August BoT Meeting 13 September Policy Away Day 8 November BoT Meeting 13 December Strategy Away Day</p> <p>The Board agreed that the BoT meeting currently scheduled annually for the final week of July will in future be scheduled on the second Saturday of August to allow for accurate financial commentary on Q2, with the exception of 2014 when the meeting will be held in the first week of August to avoid a clash with the World Humanist Congress.</p>	
17/13	<u>Strategy</u>	
17/13/1	The Board received an oral update from AC on future steps on the way towards legal humanist marriages. The Board noted that this will be a significant strategic and financial challenge for the BHA with many unknowns, which should be discussed further at the Strategy Day in December.	
17/13/2	The Board was made aware that they may need to consider a number of financial scenarios for future budget in light of humanist marriage expansion.	
17/13/3	The Board received an update on fundraising for the WHC2014 from RA. The Development Board created to support fundraising for the WHC2014 will remain in place after that event to support general fundraising for the BHA.	
17/13/4	The Board welcomed the appointment of Trevor Moore as Secretary of the Development Board.	
17/13/5	The Board recommended that the Development Board also target non-members for donations. MP recommended we target supporters of LGBT groups who would be interested in supporting the WHC2014 due to it including a focus on LGBT rights.	
18/13	<u>Presentation from Head of Public Affairs</u>	
18/13/1	The Board received a presentation on the work of her department from Pavan Dhaliwal, Head of Public Affairs.	
19/13	<p><u>Dates of the next Meetings</u></p> <p>BHA Board of Trustees Policy Away Day on 14 September 2013 11.00-15.00 at 39 Moreland Street, London EC1V 8BB (Apologies received from Blaise Egan, Mary Porter, Alom Shaha)</p> <p>BHA Board of Trustees Meeting on 9 November 2013 11.00-15.40 at 39 Moreland Street, London EC1V 8BB.</p>	