

Minutes of AHS Board Meeting
Monday 30 November 2015, 12.00-15.00, at 39 Moreland Street, London EC1V 8BB

Present: Ruth Haydock (RH, chair), Richard Acton (RA), Jenny Bartle (JB), Andrew Copson (AC), Luke Dabin (LD), Rory Fenton (RF), Caitlin Greenwood (CG), Mike Paynter (MP)

In attendance: Blakeley Nixon (BN), Thomas Williams (TW, minutes)

Item		Actions
22/15	<p>There were no apologies for absence.</p> <p>The Board agreed that future meetings would run 10.30 – 13.00, starting from 22 February.</p>	
23/15	<p><u>Minutes of the last meeting</u></p> <p>15/15/1: Exec to confirm with the board the number of societies on our records: RA needs to talk to Andrew West about permissions on civiCRM</p> <p>15/15/9: Research into what societies want from training for future training events: brainstorming session to be held at the AGM</p> <p>15/15/10: Feedback form is to be sent to all delegates: carried forward to after the AGM</p> <p>17/15: Finances: to be discussed later in this meeting</p> <p>18/15: Emergency Management at Events: agreed to remove requirement for Exec to have first aid training. CM has sent template for risk assessment. Need instead to identify who has first aid training (and noted that BN does).</p> <p>19/15: Mentoring system: CG and RA meeting membership team next week to discuss.</p> <p>19/15: Accountability structure of AHS: Exec and Board discussed but decided to keep the status quo. RH to distribute notes of the meeting.</p>	<p>RA</p> <p>BN, CG</p> <p>Exec</p> <p>CG, RA</p> <p>RH</p>
24/15	<p><u>AHS Management and structure</u></p> <p><u>Officers</u></p> <p>24/15/1 The Board noted that officer reports were not reporting against the workplan, and suggested that officers should have templates to use that are based on the workplan. RA and CG to meet with officers.</p> <p>24/15/2 The Board noted that some officers particularly dislike completing action plans, and that a change of format might be required. Exec to consider.</p> <p><u>Board</u></p> <p>24/15/3 The Board considered ways to improve applications for the three vacant positions on the board. Positions have been advertised on the AHS website, charityjob, and some social media channels, but the Board noted other ways to publicise it further, including promoting it in student groups on social media; promoting it in humanist groups on social media; emailing humanist groups; advertising in the AHS newsletter; and directly approaching people who have previously applied to be trustees of the BHA to invite them to apply.</p>	<p>RA/CG</p> <p>Exec</p>

Item		Actions
24/15/4	The Board agreed to form a 'search committee' to seek applications. This will be chaired by RA, with LD, RH, RF and BN. BN to send out a communication to groups. RA to take care of other publicity, and speak to Liam Whitton about using LinkedIn to find potential candidates.	RA, LD, RH, RF, BN
24/15/5	The application deadline will be 15 January 2016.	
25/15	<u>AHS Events and initiatives</u>	
	<u>AGM/ Convention</u>	
25/15/1	The Board received an update on the AGM arrangements. Victoria Styles, Arif Afmed, and Alom Shaha are now confirmed speakers. BN to prompt Stephen Law to respond.	BN
25/15/2	The Board agreed to set ticket prices at £10 for students, £12 for concessions and BHA members, and £14 for the general public. There will also be an option of purchasing tickets including accommodation.	
25/15/3	The Board asked the Exec to ask Aron Ra to promote the conference. Ticket site to be online by mid December ready for purchasing.	Exec
	<u>Regional conventions</u>	
	<u>Exeter</u>	
25/15/4	The Board noted the attendance at the Exeter regional convention was estimated at fewer than 50 people, with fewer than 20 during the day. This convention had been funded with a £600 grant from the AHS, which had been approved with a few comments. The conference appeared to have been well executed, despite the low turnout. RA to get attendance data. LD to get photos and testimonials for future use.	RA, LD
25/15/5	The Board noted that the grand feedback process needs a way to document lessons learned. Exec to create a process to document this.	Exec
	<u>Leicester</u>	
25/15/6	The Board noted the possibility of Maryam Namazie's presence causing problems as had happened at Warwick, and asked that any such issues be escalated to the BHA immediately. Exec to consult Hari Parekh	Exec
	<u>London Megasocial</u>	
25/15/7	LD reported that this attracted around 200 people. LD to write a report.	LD
	<u>Non-Prophet Week</u>	
25/15/8	The Board received an update. Approximately £1,300 has been raised, with the final total to be confirmed within a fortnight. LD reported that the previous year's event had used VirginMoney and that it had been better at tracking how much had been raised than this year's system. Exec to create a Non-Prophet week process document to note lessons learned along these lines, as well as required actions and potential problems. CG and RF to set up a document that people can edit.	CG, RF, Exec

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27/15/1	The Board noted that the AHS Budget for 2016 has not been written. LD to meet with AC to discuss it and send it by the end of 2015.	LD
27/15/2	The Board noted that Exeter's grant had not been included in the listed figure for grants from unrestricted funds.	
28/15	<p><u>Communications</u></p> <p><u>Newsletter</u> The Board noted that the newsletter has not really happened as it should. LD to talk to Cloë and find someone to replace her if she is unable to produce it as required. LD to take over newsletter if necessary until someone is found.</p> <p><u>Social Media</u> CG to produce strategy document for social media. LD to produce communications protocol document.</p>	LD CG, LD
29/15	<p><u>Partner Organisations</u></p> <p><u>Young Humanists</u> The Board received an update about Questival. A consensus has been reached about the format, and discussions are now about how to implement it. Volunteers and a committee are required. The Board suggested that if no committee had been formed, or a date agreed, by the next Board meeting, it should be postponed until 2017.</p> <p><u>IHEYO</u> The Board noted the current situation is that the BHA has two votes, and delegates one vote each to AHS and Young Humanists. There are potential rule changes being considered which may change this situation so that the BHA, Young Humanists, and the AHS are each separate members of IHEYO and each receive their own complement of votes.</p> <p><u>Student Rights</u> The Board noted that the previous record of Student Rights meant the AHS should exercise caution in their interactions with them.</p>	
30/15	<p><u>Any Other Business</u></p> <p>30/15/1 The Board noted the existence of old campaign data that may still be relevant and useful for campaigning, such as Freedom of Information Act data about how much universities spend on chaplains.</p> <p>30/15/2 The Board noted the information obtained by UCL AHS regarding funding of religious societies at UCL, and the potential for a campaign for transparency in university grants for societies.</p>	
31/15	No member of the Board requested a confidential session.	
	<u>Date of next meeting:</u> Monday 22 February 2016, 10.30 – 13.00, at the BHA offices, 39 Moreland Street.	