

## **Board Meeting Minutes**

Date:	31 August 2018	Location:	Dial in
Descente			
Present:	Clare Wardle, Chair (CW) Nicky Shaw (NS) John Letizia (JL) Russell Bell (RB) Jason Seiken (JS) Stewart Kellett (SK) Victoria Jones (VJ)		
Apologies:			
	Steve Bucknall (SB)		
Purpose:			
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To finalise preparations for the AGM to be held on 1<sup>st</sup> September 2018 in Manchester

VJ explained the process for director election and confirmed the vote had now closed.

VJ stated several questions had been received late after the deadline. CW agreed that BE should endeavor to answer these questions. SK queried whether we would read these out at the AGM as there was a large quantity of questions. CW confirmed we should read these out on the day.

The Board ran through a handful of these questions and discussed the desired response.

SK explained the plan, agenda and location for the national conference and volunteer dinner.

The Board agreed and finalised the AGM agenda and proposed resolutions.

**END OF MEETING**