

Minutes of the Executive Meeting


September 19th, 2021

Held via Zoom following the AGM

Present: Carolyn Graves-Brown, Val Ball, Matthew Crowle, Claire Gardner, Magda Gryczmanska, Debra Allen, Steve Tom, Darren Pritchard, Alain Thomas, Claire Lawson, Jon Trew, Sarah Marsh, Tina Dunstan.

In attendance: Karen Townend.

| Agenda Item | | Action |
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| <p>1. Appointment of Officers</p> | <p>CG-B welcomed trustees to the meeting.</p> <p>She asked if anyone was interested in standing as Chair going forward. She said she would consider taking on the role temporarily, for up to a year, if no other trustees came forward. AT felt CG-B would be a unifying force, with good background experience and said he would support her taking on the role, trustees agreed CG-B would be a good choice during the period of change. There were no other candidates and trustees confirmed CG-B as Chair.</p> <p>AT said he would be prepared to be Vice Chair for a temporary period of up to a year, to help take GRW through the upcoming changes, and that he could help to engage the membership in the process as he has relevant experience. ST also offered to stand as Vice Chair. VB proposed ST as a candidate for Vice Chair. Following a vote, AT was confirmed as Vice Chair.</p> <p>ST will continue as Secretary.</p> <p>DP will take over from AJ as Treasurer.</p> <p>CG-B will send the Register of Interests form to new trustees.</p> | <p>CG-B</p> |
| <p>2. Minutes of the previous meeting</p> | <p>The minutes of the meeting held on 15th August were approved as a true record. Proposed - VB Seconded - MG.</p> | |
| <p>3. Matters Arising</p> | <p>Organisational Review Trustees agreed that appointing someone to oversee the changes outlined in the review was the priority. TD is currently working on the job description and person specification. It was agreed that TD, CG-B and MC deal with the recruitment process, with TD taking the lead and the group updating trustees.</p> <p>Hillcrest Redevelopment Following the departure of LJ and AJ, CG is now the only trustee in the core group dealing with the HC redevelopment and she asked for some more trustees to join the group. It was agreed that SM and DP join CG, KJ, KM, and MF in the core group. CG said there is an opportunity to improve the enrichment hut and the isolation kennel now, with a grant from Pets At Home. Neither area is fit for purpose at the moment. CG-B cautioned that any decisions made now could end up affecting the vision and mission of the charity, which are yet to be agreed. AT felt that whichever strategic direction GRW took, work on these small areas would not affect the direction and that trustees would need to react quickly sometimes and each decision should be considered on its own merit. Trustees agreed to pursue the work on the enrichment hut and the isolation kennel with the funds available from Pets At Home. Proposed - CG-B,</p> | |

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| | Seconded - ST. | |
| 4. Special Items | Covered under matters arising. | |
| 5. Any other urgent business/ items for future agendas |  <ul style="list-style-type: none"> • AT suggested he and CG-B draw up some priorities for discussion at the next meeting. • ST will email new trustees for the information needed for Companies House. • CG-B will send induction packs to new trustees. • CG-B asked that new trustees email her a picture of themselves and a short biography for the website. | <p>CG-B</p> <p>AT/CG-B</p> <p>ST</p> <p>CG-B</p> <p>New trustees</p> |
| 6. Date of the next meeting | Sunday 3rd October 2021 at 11.00am via Zoom. | |