

## Draft Minutes of the Executive Committee

16th April 2023

Held at 9.30 via Zoom



**Present:** Alain Thomas (Chair), Debra Allen (Vice chair), Tina Dunstan (Treasurer), Claire Lawson (Secretary), Malcolm Eames, Claire Gardner, Essex Havard, Jenny Newbury, Julie Payne.

**In attendance:** Tim Doyle, Nicky Hughes, Karen Townend.

**Apologies:** Magda Gryczmanska.

Agenda Item																									
1.	<b>Welcome &amp; Apologies</b>																								
	AT welcomed everyone to the meeting. Introductions were made for the benefit of NH who was invited to observe the meeting following her expression of interest in becoming a trustee. Apologies were noted.																								
2.	<b>Declarations of interest</b>																								
	There were none.																								
3.	<b>Accuracy of the minutes of the last meeting</b>																								
	The minutes of the meeting held on 26th February 2023 were agreed as an accurate record. Proposed: ME Secoded: CG  <b>Amendment to the minutes of 29th January 2023</b> The following correction was agreed: <b>8. e) i. Scheme of delegation 'WCVO'</b> be corrected to read 'WCVA'. Proposed: TD Secoded: CG																								
4.	<b>Actions Log</b> See <a href="#">Trustees Action Log 2022 / 2023</a> on Google Drive																								
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	35	Ongoing. No response has been received to AT's letter to date.
	36	Completed.
	37	Ongoing. TDo plans to bring a proposal to the next meeting to recruit a part time community fundraising coordinator which could tie in with this if agreed.
	38	Ongoing. Waiting for a further response from Comms Creative.
	39	Completed.
	40	Ongoing. On the agenda.
	41	Ongoing. On the agenda.
	42	Ongoing. <b>ACTION: TDo</b> to contact Rob Simkins at DT to progress this.
<b>5.</b>	<b>Updates and actions from Officers' meetings</b>	
	Report and Action Log on Google Drive. The Officers' Action Log was updated.	
<b>6.</b>	<b>Reports</b>	
<b>a)</b>	<p><b>CEO Report</b> on Google Drive KM has just brought in two grants, totalling £20,000, reinforcing the decision to shift her focus to grant bids rather than community fundraising. Trustees asked for their thanks to be passed to KM.</p> <p>KM is collating information from staff and trustees about their wants and needs in order to prioritise appropriate grant applications.</p> <p>The rate of rehoming has slowed, in line with other rescues. In recent years GRW has rehomed 100-120 dogs annually, even through the pandemic. Relinquishment requests are increasing, particularly for lurchers, as owners struggle with the cost of living increases and behavioural problems with dogs bought during lockdown. Hillcrest staff are also working to reduce the number of returned dogs, although the current rate is in line with the rescue sector. There was discussion about ways to expand the reach of GRW to increase the number of adoptions. Suggestions included paid advertising, more use of Instagram and TikTok to target younger adopters, recruiting a new community fundraiser, and opportunities to promote greyhounds as pets through street collections, therapy hounds, organised walks and other public activities. <b>ACTION: TDo</b> to collate information on GRW's fostering network (with regard to fosterers being used to reduce the surrenders waiting list).</p> <p>Trustees asked for their thanks and support to be conveyed to the Rehoming staff for trying to address the issues discussed.</p>	
<b>b)</b>	<p><b>Draft Operational Plan</b> on Google Drive TDo talked through the draft of the operational plan which is almost complete. Questions and Comments</p> <ul style="list-style-type: none"> <li>● <i>Are all the items defined goals e.g. establishing a rehoming centre in North Wales?</i> <ul style="list-style-type: none"> <li>○ No, the plan sets out how these things would be done if they are agreed.</li> </ul> </li> <li>● <i>There is no section on public affairs/campaigning.</i> <ul style="list-style-type: none"> <li>○ This could be included in the Charity Wide Priorities</li> </ul> </li> <li>● <i>It would be useful to see the interdependencies between achieving the key pieces of work and how they affect one another with resource and workload implications.</i></li> <li>● <i>How have managers responded to the plan?</i> <ul style="list-style-type: none"> <li>○ Staff have responded positively to the plan generally. SD and NJ are happy with staffing levels at Hillcrest, an additional member of fundraising staff is needed, and in retail JB would not be able to manage shops in the north if they do go ahead.</li> </ul> </li> <li>● <i>Has analysis been done in North Wales regarding the viability of opening a shop there?</i> <ul style="list-style-type: none"> <li>○ TDo and JB will carry out analysis of the retail situation in Wrexham later this year, to establish if it's viable to open a GRW shop there by the end of 2024.</li> </ul> </li> <li>● <i>Has the potential in online selling been explored e.g. through eBay?</i> <ul style="list-style-type: none"> <li>○ Yes. JB has this in hand, with plans to boost income at the Blackwood shop by selling more items online through apps like Vinted.</li> </ul> </li> </ul>	





	<p>offer some expertise in areas where there is currently a skills gap. However, when the number of trustees was reduced to nine, with the option to co-opt three additional trustees, the intention was to use co-option as a strategic tool, following a needs gap analysis, rather than reacting to applications.</p> <p>It was agreed that a skills analysis should be carried out.</p> <p>Skilled volunteers can also be invited to join sub groups that are set up with delegated powers, if there are two trustees on the group, as another way of filling a skills gap without increasing the number of trustees.</p> <p><b>ACTION: TD</b> to take the lead on carrying out a skills analysis, working with <b>CL</b>.</p> <p>It was unanimously agreed to co-opt NH as a trustee.</p> <p>It was agreed to change the name of the new sub group agreed in <b>6. d)</b>. above to the campaigns and promotions group.</p> <p>It was agreed to invite NH to join the campaigns and promotions group.</p>
<p><b>9.</b></p>	<p><b>Date of the next meeting</b></p>
	<p>Still to be agreed - see <b>8. d)</b>. above.</p>