



MINUTES OF BOARD MEETING

22 September 2016 16:00

Board Room, Clare House, 303 Airport Road West, Belfast

- Present:** Mr Stephen Peover (Chair)
Ms Frances McCandless,
Mr Peter May,
Mr Brett Hannam
Mr Liam McIvor,
Mr Clark Bailie,
Dr Evelyn Collins.
- In attendance:** Mr David Cartmill (Executive Director)
Ms Renée Quinn (Business Manager)
Mr Kieran Donnelly
- Apologies:** Ms Suzanne Wylie,
Dr Theresa Donaldson,
Mr Hugh McCaughey,
Mr Will Kerr,
Mr David Sterling,
Mr Iain Greenway,
Mr Gavin Boyd,

2.0 Minutes of the previous meeting – 22 March 2016

All agreed that the minutes reflected the meeting

2a. Progress against actions

All actions complete.

3.0 Minutes of the A&R Committee – 8 September 2016

Mr McIvor, in the absence of Mr Sterling, summarised the most recent Audit & Risk Committee minutes and his report noted.

4.0 A&R Committee Annual Report to the Board and draft Directors' Report and Financial Statements for y/e 31 March 2016

Mr McIvor, in the absence of Mr Sterling, presented key points regarding the draft accounts and recommended their adoption by the Board. All agreed that accounts could be signed off for presentation at the AGM.

5.0 Risk Register

Mr Cartmill advised that the register had been reviewed and updated accordingly. Changes to the Register were noted.

6.0 2016 AGM

Mr Cartmill outlined that we await confirmation from Ministers' offices about their attendance and that the Stormont Hotel had been provisionally booked for 2 November 2016.

7.0 Financial Viability/Membership Framework – discussion paper

Mr Cartmill outlined the Forums financial position and discussion ensued in-camera with members of the Board. Mr Cartmill and Ms Quinn left the meeting at this point.


After completion of in-camera discussion Mr Cartmill and Ms Quinn returned and Chair advised that the board were happy to continue with present arrangements which would result in further use of the reserve funds. A modest increase of 2% in membership fees across all categories was agreed for 2017-18 and extension of membership to include UK public bodies to be progressed.

8. Dates of future meetings

Noted

There being no other business the meeting closed at 16:30

Signed:


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Stephen Peover (Chair)