Board of Trustees – January 2013

The Association’s Board of Trustees met on 25/26 January where they:

Approved the budget for 2013/14 and 2014/15, having been reassured that reserves had recovered slightly this year and that a small surplus was likely. Honorary Treasurer, Anne Bulford, recorded her thanks to the Finance Committee and Finance Team for their work on delivering a balanced budget.

Discussed ways to improve understanding between branches and National Office, particularly around how funds are used at national level to support local work. It was agreed that a series of opportunities to meet with Branches and Groups would be created.

Agreed to continue the search for a Chair Elect, with a view to someone being proposed by trustees at the AGM in September.

Discussed future accommodation needs, instructing the Chief Executive to open negotiations on the lease on David Niven House in Northampton and explore new London premises. A plan is to be developed within the existing accommodation resources.

Ratified the approval of the Care Committee for the application for the renewal of the grant for the Cambridge Care Centre.

Supported recommendations that consideration be given to future International Symposia being rotated around a small number of venues in North America and Europe and the date be changed from December to late January/early February from 2016.

Called for a revocation of the recent decision to limit mileage allowances for volunteers. Chief Executive, Sally Light, has since removed the limit.

Heard details of all complaints received in 2012 and agreed that future reports would concentrate on identifying trends and understanding actions and learning points. They were pleased to note the small number of fundraising complaints compared to the large number of mailings sent out. Trustees discussed the risk of complaints being escalated through social media.

Approved a 1% salary increase with effect from 1 February 2013, the first pay award for three years. They also agreed to add three days to the annual holiday allowance in recognition of the hard work and commitment of Association staff.
Board of Trustees – April 2013

The Board of Trustees met in Loughborough on 26 and 27 April 2013, where they:

- Approved and adopted the Information Governance Policy to ensure that processes are in place to manage people’s information sensitively and within regulatory guidelines.
- Ratified the approval of the renewal of grants for care centres at Birmingham and Middlesbrough. Agreed to delay the renewal of the grant for Bristol Care Centre pending further information.
- Were pleased to note a number of applications from new researchers had been recommended for approval by the Biomedical Research Application Panel (BRAP) and approved all A-rated applications put forward by the Panel.
- Authorised the extension of the role of trustees on BRAP to enable them to participate in the grading of applications.
- Agreed to fund a lectureship in neuroscience at the Sheffield Institute, with a starting cost of £125,000 over a five-year period. This would also be match-funded by a US donor.
- Ratified the application for Dr Simon Shields to be re-appointed as patron of the Norwich and Waveney Branch.
- Received presentations from two candidates for the role of Chair Elect and agreed to recommend that Alun Owen be nominated for selection at the AGM in September 2013, taking over the role of Chair in 2014.
- Discussed the Association’s strategic framework for the period of 2013 to 2019.
Board of Trustees – July 2013

The Board of Trustees met in Loughborough on 20th July 2013, where they:

- Approved the re-appointment of Professor Colin Blakemore as the Association’s President for a further three-year term.
- Discussed the achievements of Awareness Month.
- Approved the resolution being put before members at the AGM to appoint Alun Owen as Chair Elect of the Association.
- Re-appointed Barbara Howe and Mike Ranson as co-opted trustees for a further two-year term and also thanked Sandra Currie and Victor Patterson for their contributions as they were both standing down.
- Discussed an early draft of the Association’s revised strategy, which was to be completed ready for adoption by the Board at their October 2013 meeting.
- Agreed to appoint Dr Fiona Menzies to the Biomedical Research Application Panel (BRAP) to replace Dr Jackie Hunter, who had recently resigned.
- Discussed and agreed to recommend to members that the terms of office for co-opted trustees should be limited to three periods of two years, except in exceptional circumstances.
- Reviewed the Annual Report and Financial Statements and agreed to propose them to the members for acceptance at the AGM.
- Received the post-audit report.
- Considered a report of the competitive tenders and interviews for auditors and agreed to propose a new appointment to the members at the AGM.
- Considered the audit by individual trustees of the Board’s performance and agreed actions for the future.
Board of Trustees – October 2013
The Board of Trustees’ met on 18 and 19 October 2013:

**MND Association Strategy 2013-2016**
Following widespread consultation throughout 2013, Sally Light presented the completed Association Strategy 2013-2016 to the Board. This was adopted and consideration was given to the governance changes that might be required to ensure that it is delivered.

**Biomedical Research Advisory Panel (BRAP) Applications**
- The Board noted the high quality applications for grants and approved six studentships totalling around £548,000 over four years. This included new research by leading dementia expert Professor Julie Snowden, who will bring crucial expertise in characterising Frontotemporal Dementia.
- The Board approved the appointment of Professor Ludo van den Bosch, from the University of Leuven, Belgium, to join the BRAP committee.

**Committee Membership**
Trustees were nominated to the Board’s sub-committees for 2013-2014. These comprise Governance, Finance and Care committees. They agreed to form an Engagement Committee, which will replace the Organisational Development Committee and will focus on the strategic activities, monitoring and ongoing development of the Association volunteers.

**Trustees also reviewed:**
Actions based on the Improving MND Care survey
The Annual Conference and AGM
The accounts to date and supported the release of some additional expenditure.