

# BOARD MEETING MINUTES (#83)

**Extra Meeting of the Board of Directors**

**Tuesday 7 April 2020**

6.00pm – 8.00pm (approx.)

BaseballSoftballUK

***Video Conference on Microsoft Teams***

**83.1. Chair's Welcome (Chris Greenhalgh), introductions and apologies for absence**

**Present:** Chris Greenhalgh (CG), Jenny Fromer (JF), Prashant Dave (PD), Gary Henderson (GH), Fiona Breeden (FB), Jayne McLernon (JM), Bridget Cameron (BC), Matthew Knowles (MK), Simon Winman (SW)

**In attendance:** John Boyd (JB - BSUK CEO), Tim Stride (TS – Board Secretary)

**83.2. Appointment of Meeting Chair and / or Interim Chair; Senior Independent Director**

**Decision:** The Board agreed that CG would continue as Interim Chair with SW as Senior Independent Director. One of CG's priorities is for Board to run the recruitment of a permanent Chair.

**83.3. Declaration of interests**

JF declared an interest in the agenda item on Membership rules setting.

**83.4. Approval of the minutes of board meetings held on 23 March 2020 (Paper 2)**

*Papers: Minutes included on the Intranet*

Approved.

**83.5. Matters arising and actions from the minutes (Paper 3)**

See updated Actions & Decisions List.

JB provided an update on the MLB London Series, originally scheduled for June 2020. It has officially been cancelled due to the Coronavirus pandemic, as have MLB's events and activities around it, some of which were due to take place at Farnham Park in May/June in collaboration with BSUK.

**83.6. Decisions Taken Under Delegated Authority**

None.

## **Committee Proposals**

**83.7. Finance Committee**

**a) Finance Committee Board Report (Paper 4)**

JM provided summary of the 2020-21 Draft Budget spreadsheet that FC reviewed on 31 March, which factors in the potential impact of the Coronavirus (COVID-19) pandemic.

The FC believed the financial side of the business needs to be reviewed hand-in-hand with the strategic side regarding what areas of the business can/should we focus on during the C-19 period and what would the impact be on this if a portion of the staff are furloughed. The strategic side should be overseen by the Development & Commercial Strategy Committee.

**Action: JB to provide:**

- a proposal for furloughing, including confirmation of what is allowed under Government and Sport England rules

- the business strategy case around the proposal – what would the impact be on the company's activity, how do we sustain the company's strategy through the furloughing period and how would we bounce back proactively out of the furloughing period either into the second half of the season or the offseason

To be provided to an additional Board meeting specifically to consider furloughing, to be held 6-7pm on Thursday 16 April.

**Action: JB to progress with financial discussions with other stakeholders during this period.**

#### 83.8. Governance Committee

a) **Governance Committee Board Report** (Paper 5)

GH provided a verbal update to accompany the report from the GC meeting on 1 April.

b) **Board Terms of Reference** (Paper 6)

**Decision: The Board approved the Board Terms of Reference.**

c) **Governance Committee Terms of Reference** (Paper 7)

**Decision: The Board approved the GC Terms of Reference.**

**Decision: The Board agreed that safeguarding should continue to be overseen by the GC with the executive responsibility for safeguarding sitting with the CEO.**

d) **Membership Rule Setting** (Verbal Update and Next Steps)

PD provided a verbal update on progress on drafting the membership rules.

**Action: If the membership rules can be drafted and legally reviewed in time for the additional Board meeting on 16 April, the Board should consider them then or, if not possible, at the next scheduled meeting after that.**

e) **Board Work Programme 2020; Committee Assignments Update** (Paper 8)

JB noted that there had not yet been time to talk through with each director as planned. He gave a brief summary of it in the meeting including suggested committee allocations and noted that any suggested amendments or questions could be made to John outside of the meeting.

### **For Discussion**

#### 83.9. **BBF Letter – 14 March 2020** (Verbal Update)

The Board agreed that it would update both Members again once there was something to update on.

## **Wrap-Up**

### **83.10. Standing Item – Identification of Risks, Mitigations and Actions from the Meeting**

For future meetings the Board Risk Register should be included in the meeting pack so that risks can be considered in proper detail.

**Action: The Board Risk Register to be circulated to Board.**

**Action: Each sub-committee to ensure its part of the Risk Register is considered on the agenda at its next meeting.**

### **83.11. Date of next meeting**

Pending confirmation of 2020 meeting dates.