

BOARD MEETING

Saturday 15 July 2023

SUMMARY NOTES

Minutes of the Board meeting on 13 May 2023

The minutes for the Board meeting held on 13 May were approved. Trustees confirmed that Equality, Inclusion and Diversity (EDI) came under the Outreach and Health and Wellbeing Working Group, and any future discussions would be held as part of the group's agenda.

Report 2022 Accounts and annual report for our Auditor

The Auditor referred the Trustees to the Annual Report and the Statement of Financial Activities for 2022. The report will be presented at the Annual General meeting in September. It was noted:

- Income at the close of 2022 was down, largely due to a drop in donations and legacies, but the Fellowship's own charitable activities had helped to increase funds.
- There was upheaval in UK politics and economy, which meant investment values were down, but they did recover early 2023.
- These changes took the Fellowship into a negative net expenditure for the year.

The audit is now complete, and the Annual Report and accounts were both approved by the Board.

Grants review update

Grants are being reviewed with the aim of producing a single application form. As soon as the form is ready Officers will be informed and educated on how it should be completed.

Strategy Update

Each key theme for the Strategy reported on recommendations and progress to date.

- The Finance Group had nothing major to report.
- The Communications Group presented key summary findings from the data analysis carried out on the Big Survey of Members 2023. All the free text responses will be collated and reviewed by Central Office, to agree what actions may be necessary.
- The People Group continue to contact celebrities with a connection to polio and ask if they will become a Patron or Ambassador. Some Trustees agreed to approach their local MPs and ask them to support the Fellowship in hosting a Parliamentary event. Additionally, Branch 'rules' are being reviewed and when a draft is agreed they will be shared with Officers for comment.
- The Outreach, and Health and Wellbeing Group reviewed membership numbers and discussed new member recruitment. It was also agreed the EDI Audit would proceed and identify communities needing to be reached.

A report on the Strategy's progress and proposed activities for next year will be presented at the AGM.

CEO Operations

- **New IT software:** Central Office has new software to manage membership.
- **AGM 2023:** A short Board meeting will take place after the AGM.
- **Trustee elections:** Terry Blackman volunteered to attend the ballot vote count for the Trustee elections on 25 August.
- **NatWest Banking Matter:** Terry Blackman and Kripen Dhrona continue to chase NatWest Bank to resolve signatory issues on bank accounts.
- **85th Anniversary:** A small working group will be created to discuss anniversary celebrations. Any activities will have a dual function e.g. raise awareness.

Report from the National Treasurer as at 31 Mar 2023

As raised in the Auditor's report, the Fellowship's overall financial position is down compared with last year. This is partly due to a drop in legacies, but also the investment performance has not recovered to its previous position.

The Fellowship is now in a position where, when it makes a payment out of restricted funds or Branches make a withdrawal which is covered by Central Office cash, Central cash is effectively invested into the portfolio by covering those withdrawals. This was considered to be a good thing for the time being.

Advisory/Expert Panel and EPU update, and Care Pathway update

The Expert Panel will meet on 19 July. At the meeting there will be a discussion about a small-scale, but unique piece of research being proposed at Newcastle University. It is a technique using MRI, to visualize motor units. The loss of neurons, leading to loss of motor units in the muscle is the biggest issue when a person has had polio. Researchers can produce a 3-D image of a motor unit and measure their size, shape, and location. The current 'best guess' in what happens in PPS is that damaged or over stressed neurons die, stop driving the muscle fibres they had been driving. As they are lost the person gets weaker or atrophy etc. This is early days, but an exciting and groundbreaking piece of UK research.

The Care Pathway is nearing its final stage and the last formal Steering Group meeting will be held on 27 July. After that meeting, all necessary changes will be made to the pathway to make it 'publication ready' by September. It will go to production and the aim is to publish on 24 October, World Polio Day. The next phase of the pathway is being developed.

European Polio Union (EPU) Conference in Nancy, France was a useful event and a lot of the presentations confirmed that other countries experience the same issues as the UK. The opportunity to network and build relationships was also beneficial.

AOB

It was proposed that an Officer meeting should be held in early September to discuss Branch rules, grants, investments, and the Indoor Games.

The Fellowship Team that ran the ASICS 10K were congratulated for completing the run and raising funds.