

Arboricultural Association

Minutes of the Trustees Meeting

Held on Monday 21st September 2015

**At the AA's 49th National Amenity Arboriculture Conference at The University of Warwick
Coventry CV4 7AL – National Grid Room**

Present

Jago Keen (JK) Chair
 Mike Sankus (MS) Vice Chair
 Laurence Vine-Chatterton (LVC) Treasurer
 Jaime Bray (JB) Keith Sacre (KS)
 Jon Heuch (JH) Lisa Sanderson (LS)
 Alan Parker (AP) Peter Wharton (PW)
 Jim Quaife (JQ)

Staff Karen Martin (KM) Chief Executive Officer
 Jessica Palfreyman (JP) Minutes

Apologies Nick Beardmore (NB), Simon Holmes (SH), Alastair Durkin (AD), Ged Collins (GC)

		ACTION
1	Apologies for Absence As above.	
2	Minutes of Board Meeting held on 9th July 2015 to approve as a correct record <ul style="list-style-type: none"> • Minutes approved as a correct record. • Actions arising from these approved minutes were briefly reviewed and will be fully reviewed at the next full Board Meeting on 19th November 2015. • It was noted that the resolution from the previous minutes to begin each meeting with an agenda item 'Conflicts of Interest' had not been acted upon. This is to be rectified in future. 	KM
3	Election of Co-opted Trustees <ul style="list-style-type: none"> • JK welcomed new board members LS, AD, GC and PW. • The board agreed to invite the following co-opted board members to retain their positions: Treasurer - LV-C Director, Education and Training– RJ Director, IT – AP 	
4	Appointment/Election of Chair and Vice Chair <ul style="list-style-type: none"> • JK invited expressions of interest from the trustees for the position of Chair. No expressions were forthcoming for year 2015-2016. JK agreed he would stand as Chair for a further year. All Trustees voted in favour of JK retaining the position of Chair. • Expressions of interest for the position of Vice-Chair were invited. It was made clear that only those who wished to stand for the position of Chair in 2016 should put themselves forward. JB and KS both wished to stand for this position. KS was elected to the position of Vice-Chair after a vote. • JK thanked the outgoing V-C , MS, for his work during his time in post. 	

5	<p>Appointment of Committee Chairs</p> <p>The following Committee members were appointed to the position of Committee Chair:</p> <ul style="list-style-type: none"> • Professional – SH • Education and Training – RJ • Media and Communications - AD 	
6	<p>Election to Appoint Committee Members for New Term of Office</p> <p>The following AA members were appointed to the following committees:</p> <ul style="list-style-type: none"> • Professional – JQ, MS and SH • Education and Training – Chris Cooper-Abbs • Media and Communications- PW 	
7	<p>Governance Steps Post-AGM</p> <ul style="list-style-type: none"> • Questions were raised regarding when the new constitution comes in to effect and how this might affect the Board. MS and KM clarified that there would be a transitional period for the board with the changes coming into play in the 2016 elections. • Margaret will now file the amendments with the Charities Commission. Once this has been done the Memorandum and Articles of Association will be updated on the AA website. 	
8	<p>Subscriptions 2016</p> <p>The board were invited to air their opinions on the subject of AA membership subscriptions.</p>	
9		
10	<p>AOB</p> <p>None</p>	
11		
12	<p>Dates of next meeting</p> <ul style="list-style-type: none"> • Thursday 19 November 2015 – Friends House 	