



Trustee Meeting

The meeting discussed the transition of mASCot from a Community Interest Company (CIC) to a registered charity. Key points included the need for stricter governance and compliance with the Charity Commission's guidelines. The charity's mission and sustainability were emphasized, along with the importance of effective decision-making, risk control, and board effectiveness. The discussion highlighted the need for a balance between trustees with lived experience and those with specific skills like finance and legal backgrounds. The potential benefits of charity status, such as increased grant funding and operational support, were also noted.

Action Items

- Reach out to Community Works and other support organizations for guidance on the transition process.
- Identify case studies of other CICs that have transitioned to charity status for learning.
- Consider bringing in interested individuals as Non-Executive Directors initially before formalizing trustee roles.
- Continue operational reporting to current directors to educate potential future trustees.

Outline

Governance and Trustee Responsibilities

- Sarah explains the structure of a charity, including the role of the board of trustees and the importance of choosing a charitable purpose.
- The discussion highlights the need for stricter governance and charity reporting due to reliance on grants and donations.
- Sarah outlines the Statement of Recommended Practice for sending out accounts and showing the charity's benefits.
- Laura Marrs suggests focusing on the main points of responsibility in the discussion to ensure clarity.



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Trustee Duties and Organizational Purpose

- Sarah details the six duties of trustees, including ensuring best practice, compliance with the charity's governing document, and acting in the charity's best interest.
- The importance of accountability and managing resources responsibly is emphasized.
- The mission statement of the charity is discussed, focusing on public benefit and sustainable income.
- Leadership responsibilities, such as collective responsibility and supporting the chair, are highlighted.

Integrity, Conflicts of Interest, and Decision Making

- Sarah discusses the integrity of trustees, ensuring they act in the best interest of beneficiaries.
- The importance of objective decision-making and recording conflicts of interest is emphasized.
- Examples of potential conflicts, such as family members employed by the charity, are provided.
- The role of trustees in ensuring no one person or group has undue power is discussed.

Charity Commission and Effective Decision Making

- Sarah explains the role of the Charity Commission in providing security and transparency for donors.
- Effective decision-making and delegating work to others are discussed.
- The importance of making calculated risks and having responsibility and oversight on delegated matters is emphasized.
- Board of trustee's effectiveness is discussed, including the need for a range of skills and collaborative environment.

Equality, Diversity, and Inclusion

- Sarah discusses the importance of embedding principles of equality and diversity in all activities.
- The role of trustees in reducing obstacles to participation and assessing trustee recruitment is highlighted.
- The need for accessibility and clear organizational approaches is emphasized.
- Openness and accountability are discussed, including building trust through annual reports and social media.



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Trustee Responsibilities and Time Commitment

- Laura Marris raises concerns about the time commitment required from trustees and the need for sharing the load.
- Sarah suggests meeting once a quarter initially and delegating tasks to those with specific skills.
- The importance of having policies in place, such as safeguarding and fundraising policies, is discussed.
- The need for financial acumen and the potential for employing a finance admin assistant is highlighted.

Transition from CIC to Charity Status

- Sam Bayley discusses the funding received and the need for a paid operational team to support the charity's growth.
- The importance of trustees understanding the current operations and capacity of the charity is emphasized.
- Sarah suggests having trustees shadow the running of the charity to ensure they understand its operations.
- The potential for trustees to be employed by the charity while maintaining their volunteer status is discussed.

Support and Resources for Trustees

- Laura Marris suggests inviting interested parties as non-executive directors to get them involved in the operations.
- Sam Bayley emphasizes the importance of having trustees who understand the ethos of the charity.
- Sarah highlights the resources available from the Charity Commission, including five-minute videos on trustee responsibilities.
- The need for collective responsibility and continuous learning among trustees is emphasized.

Balancing Volunteer and Paid Roles

- Laura Marris discusses the need for a professional operational team to support the charity's growth.



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- Sam Bayley emphasizes the importance of valuing the work of volunteers and ensuring they are not overburdened.
- The potential for funding applications to cover some operational roles is discussed.
- The importance of maintaining a balance between volunteer and paid roles is emphasized.

Recruiting Trustees and Maintaining Ethos

- Paula raises concerns about balancing trustees from within the community and those with specific skills.
- Laura Marrs suggests having a mix of trustees, including those from within the community and those with external expertise.
- Sam Bayley emphasizes the importance of trustees having a connection to the community and understanding the ethos of the charity.
- Sarah highlights the importance of having a diverse board to ensure good governance and fresh perspectives.

LINK TO ZOOM RECORDING

https://us02web.zoom.us/rec/share/BJN5NnVrscEZhUdxQVIP4zSw1pj4tmtjPp_wSlst79pLkffR8mNX22SycMxcrX5V.ASOqNngNilivwJYm?startTime=1724867213000

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