

Minutes of a meeting of the board of trustees of Community Base held on 10th October 2008

Present: Sylvia Alexander-Vine (chair), Sarah Bourne, Ros Cook, Paul Evans and Jane Frost

In attendance: Colin Chalmers (director and minutes) and Annette Moss (building manager)

1 Apologies

Apologies were received from Bob Cristofoli and Lucy Stone.

2 Community Base 2008 annual general meeting

- a. Colin reported that Bob would be unable to attend the annual general meeting (AGM) as the AGM date had been sent when Bob was abroad and out of contact and he would be attending an open day at Dorothy Stringer school where he is vice-chair. The board agreed his treasurer's report should be read out by another trustee.
- b. The board considered confidential legal advice from its legal adviser Colin Wibley of Edward Harte and Co concerning the nomination of Sally Hiscock, chief executive of Brighton and Hove Community and Voluntary Sector Forum (CVSF) as a Community Base trustee.
- c. The board noted that CVSF is currently in breach of its licence agreement with Community Base and that Community Base is currently negotiating with CVSF through Sally Hiscock over the issue.
- d. The board noted that when a possible conflict of interest arose between Community Base and CVSF in 2004 the Community Base director resigned as a CVSF trustee because of the conflict of interest between his two roles.
- e. In light of its legal advice, the board asked Colin to write to Sally Hiscock asking her to reconsider her decision to stand for appointment to the Community Base board at the AGM and agreed that if Sally chose to stand at the AGM the board would recommend she is not appointed a Community Base trustee.
- f. The board decided that the appointment of trustees at the AGM be decided by a straight yes or no vote for each individual standing for the board.
- g. The board agreed to recommend that the AGM agree all other appointments to the board.
- h. The board noted that no motions had been proposed for discussion at the AGM. The board agreed that if any motion were proposed before or at the AGM the board would recommend it be remitted to the first meeting of the newly elected board for consideration.