

# Meeting of the BTF Board of Directors

## Minutes

### Wednesday 22 March 2023



**Venue:** via Zoom Conference Call

**Time:** 17:30 – 18:30

**Present:**

**BTF Board:** Bill James (BJ) – Chair, Debbie Clarke (DEC), Andy Salmon (AS), Richard Ashton (RA), Martin Kitchener (MK), Greg Warnecke (GW), Sara Heath (SH)  
Neil Saunders (NS), Vicki Holland (VH), Sameer Pabari (SP)

**Apologies:** Vicki Holland (VH), Dougie Cameron (DC)

**In attendance:** Ian Howard (IH), Mike Cavendish (MC), Anne Vinestock (AV), Dione Hartley (DH)

	<b>Items</b>	<b>Responsible</b>	<b>Timings</b>
	<p><b>INTRODUCTION</b></p> <p>BJ welcomed everyone to the meeting and confirmed that it was quorate.</p> <p>The sole purpose of the meeting was to approve the budget for 2023/24.</p> <p><b>1.1 Apologies for absence</b></p> <p>Vicki Holland and Dougie Cameron.</p>		
	<p><b>TOPICS FOR DISCUSSION AND/OR DECISIONS</b></p> <p><b>2.1 2023/24 draft budget</b></p> <p>A budget report and draft budget for 2023/24 had been previously circulated to all the Board members.</p> <p>A two-year plan had also been included to provide additional context. No approval was required of this two-year plan, it had been provided for reference purposes only.</p> <p>The Board was reminded that they were looking to approve a deficit budget.</p> <p>An update was provided from the TE Board meeting held on the 22 March 2023. It was confirmed that the TE Board had approved the budget.</p> <p>It was confirmed that a significant amount of work had been undertaken to produce such a detailed and clear budget. AS, AV, RA and Louise McFadzean were thanked for all their hard work and input. It was</p>		

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	<p>confirmed that the budget had been thoroughly scrutinised and therefore the Board should take comfort from this.</p> <p>It was noted that due to the current unpredictable market conditions it was extremely important that financial performance throughout 2023/24 was closely monitored and the need to react and be agile was critical. As such, it was agreed that the phasing of the budget needs to be more sophisticated than has historically been the case, and that accurate forecasting will be essential.</p> <p>Potential risks and opportunities were discussed. It was suggested that the commercial strategy will pivot away and be less dependent on partnerships related to major events and an approach more focused on growing membership, participation and merchandise will emerge.</p> <p>The Board confirmed their support and approval of the budget.</p> <p>BJ thanked everyone for attending the meeting.</p>	<p><b>AV</b></p>	
	<p><b>CLOSE</b></p> <p><b>3.1 AOB</b></p> <p>There was no other business.</p>		