



British Association for Sexual Health and HIV

Established 2003 through the merger of MSSVD (est.1922) and AGUM (est.1992)

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MEETING OF BASHH TRUSTEES 14 December 2007 RSM

Present: Rachel Challenor (RC), Chair; Simon Barton (SB); Jonathan Ross (JR); Angela Robinson (AR).

In attendance: Jan Clarke (JC); Keith Radcliffe (KR); Adrian Palfreeman (AP) (Chair of HIV SIG)
Liz Odette (LO)

1. Apologies for Absence
Claudia Estcourt

2. Declarations of interests
SB will be acting as a consultant for the company Activis.

3. Minutes of last meeting
The minutes from the last meeting were accepted.

4. Matters arising from the minutes
Closed meeting minutes-Part II. This proposal by RC for the recording of sensitive material discussed at Trustees' meetings was accepted.

5. Update on Business Plans
HIV SIG: SB informed trustees that he had sent Brian Smith Associates [BSA] a letter on the 26/11/07 to request that BSA should not make commitments concerning future activities on behalf of BASHH until review of external secretariats and administrative support is completed.

AP stated that the HIV spotlight meeting and feedback on 23/11/07 at the British library was acceptable.

6. ISSTDR 2009
AR informed the Trustees that there would be a company meeting, hopefully before the Trustees' meeting where the budget will be presented. The £15,000 is in process or has been transferred and the venue had recorded the deposit, with a £5,000 contingency fund.
AR informed the trustees that the budget was tight for running the meeting. Trustees approved RC to authorise up to £50,000 to go with the trading company.

7. New York 2008
JC informed the Trustees she was going to prepare a draft programme and that New York 2008 is proceeding as planned through a formal agreement on a 50/50 split.

8. Constitution
KR informed Trustees that the Returning Officers had to be elected at the annual general meeting on 11 January 2008. Drs Thin & Evans had said that they were prepared to serve a second term & the Trustees unanimously agreed to propose them in the AGM.

9. Annual Report and 2008 AGM Agenda

LO informed trustees that the annual report was currently being processed for mailing as BASHH had received them from the printers at around 12 noon on the 14/12/07.

The AGM will start at 4.30 p.m. on Friday 11 January 2008. KR informed the Trustees that the agenda for the AGM will be as follows: SB would chair, the annual report and accounts would be received, JC would provide a statement of general finance and statement of subscriptions 2009.

Expanding the number of trustees: Trustees approved that RC would give a short presentation to members on the proposed amendments to the constitution of BASHH; clauses 8.5 & 13, the secretary would propose changes and members should vote on the 3 clauses together [58,12,67]. One of the returning officers would read out the names of those who had been elected.

It would be announced that Drs A McMillan & S Chandramani had been awarded Honorary Life Fellowships.

10. Treasurer's communications

JC informed the trustees that the professional relationship between RSM [finance department] and Academia was strained as regards which party was supposed to do VAT for BASHH. There was no contract with RSM to provide BASHH with VAT services. Academia is deciding to terminate its relationship with BASHH. The Trustees approved JC to speak to RSM's finance director about taking on the standard VAT but retaining Academia for speciality VAT advice.

11. Treasurer's report

JC informed the trustees that £25,000 on ERD was reflected in the BASHH accounts. Subscriptions have stalled and there may be a need to increase subscription costs to cover administration costs.

LO confirmed that the summary report and financial statements 2007 had been sent out to Farrington & Co. on the 13/12/07.

JC informed the trustees that individualised packs are to be used for reconciliation of the meetings to bring together information beforehand. This information can be obtained on the website. Medium-sized organisations were causing a concern due to operating on the basis of amicable agreements and partnership working, as a result of which the auditor is unable to obtain details of agreements in writing.

There was nothing new to declare regarding the quarterly finance report.

JC informed the trustees that there were multiple refunds to reconciliation of membership subscriptions and the £11,000 reserve would be given to 22 groups at £500 each.

12. Succession planning

The only uncertainty was whether JR would be elected to serve a second term as a Fellow on the Board. If he was not, then the Board would have to nominate a replacement for him.

13 Membership report

There are currently 980 UK members and 72 non-UK members. KR informed the trustees that people are continuing to join.

14 Any other business

There was no other business.

Date of next meeting: 14 /03/08