Minutes for the Trustees Meeting (Open)
Friday 11th December 2009 Royal Society of Medicine
3-5pm

Trustees Present: Dr Rachel Challenor (RC) Dr Keith Radcliffe (KwR) Prof Jonathan Ross (JR) Mr Michael Bell (MB) Simon Barton (SB)

In attendance Dr Jan Clarke (JC) Dr Raj Patel (RP) Dr Immy Ahmed (IA)

Minute Taker: Hannah Wood (HW)

1. Financial Presentations
   Sarasin and Partners LLP
   St James’s Place
   Both financial groups presented their view on investment issues for charities and gave an outline of their working practices and personnel. Trustees decided to ask both investment organisations how they would invest £500,000 for 5 years with no cash and low-medium risk. Make clear that the balance should be more directed towards ethical investment.

2. Apologies – Dr Richard Lau (RL)

3. Conflicts of Interest – None to report

4. Minutes of the last meeting
   Minutes accepted

5. Reporting back to Trustees
   IA confirms the additional costs for MedFASH have been approved

6. Business Plans
   HIV SIG and North Thames Group spending approved.. NAG spend variation approved, Board amended minutes

7. Annual Conferences Update and Progress
   BASHH/BHIVA – confirmed memorandum of understanding – 50/50 split of risk and surplus agreed.
   STIF – formats are changing, course director contracting may need reviewing.

8. PPI
   RC proposes business plan and asks for support. Trustees in favour.

9. Honorary Secretary’s Communications
   MedFASH standards for public dissemination being processed, Board approved. MEDFASH estimate of costing is £3000. This is approved.
Request from EC to support the Nurse Rep from EC to travel to CDC to assess training. Budget of up to £2000. This was approved by the Trustees.

AGM
Minor typographical amendments to the constitution needed and one proposed change – General Secretary to give interim approval of membership requests before Board so subscriptions can start immediately. Annual Report and accounts need to be adopted and endorsed.

Elections – electronic system will be considered, RSM suggested Survey Monkey but other options will also be explored

10. Treasurer’s Report
Projection – accounts will be balanced at the end of the year.

11. Date and time of next meeting
Friday 12th March 2010 3pm