

Minutes of meeting of the Hymans Robertson Foundation Trustee Board Meeting

Tuesday 13 April 2021

1400 - 1500 Virtual MS Teams

Present	Clive Fortes CF (Chair)	Marcella Boyle MB (CEO)
	Gill Tait GT (Trustee)	Graham Stevens GS (Treasurer)
	Sarah Gilmour SG (Secretary)	Rachel Nixseaman RN (Trustee)
	Jake Helliwell JH (Trustee)	Katherine Hussein KH (Trustee)
	Mike Fahy MF (Trustee)	Marjory Logie (Minutes)

1 Opening Remarks

The Chair welcomed everyone and introduced new Trustee, Mike Fahy who is based in Hymans Robertson's Birmingham Office.

2 Apologies

Graham Stevens.

3 Declaration of Interests

None.

4 Minutes of the Board Meeting on 16 February 2021 and matters arising

All matters arising from the meetings had been actioned or were scheduled for future action. The minutes were approved.

5 Actions Arising (Actions Log)

- Marcella advised the Board the 2021 Annual Report & Accounts will be audited by an external auditor. MB is in discussions with other charitable organisations – any support will be 'pro bono' with the Foundation offering reciprocal support, e.g. advisory or other support to be agreed in advance.
- Community Jobs Scotland – the proposal to engage a young person via CJS, in a mentoring/training role with the Foundation is still on hold due to the pandemic.
- Volunteering – increasing engagement and achieving targets post-pandemic is an ongoing project; plans under development will be in partnership with Hymans Robertson key staff.
- Mentoring: Katherine Hussein has offered to share her experience on this.
- Values: SG progressing with Hymans Design Team.
- Bursary Impact Report: complete.
- Barnardo's Impact Report: complete.
- Funding Gaps: Complete.

6 CEO Update

Marcella gave a summary of her CEO report. Bursary applications via Hymans Robertson Helping Hands teams were impacted by Easter however suitable applications are being received, and MB and SG are confident the Bursary can successfully extend its reach via these additional partners.

MB reported new material is ready to go onto the website and the quarterly performance update shows the site continues to perform very well, with significantly more traffic than the old HRF page (on Hymans Robertson website) i.e. the site received over 2000 views compared to 160 in the past. SG and MB have plans for improving the traffic to the site in partnership with Charity Partners.

SG advised the Board that volunteering has been impacted by Lockdown. Helping Hands (Hymans) teams have been promoting remote(online) opportunities to Hymans staff. SG is working with key Hymans staff to improve awareness and access to opportunities. CF noted the Tech & Digital Skilled Volunteering session today (13/4/21) is a great way to engage with staff and proposed similar sessions might be held quarterly to improve engagement with volunteering.

7 Extension of the Bursary Fund for Young People

- Approved by the Board in March 2021 via email

8 Mental Health and Well Being Update

MB updated the Board on discussions held with Charity Partners (since October 2020), to establish what type of mental health and wellbeing support is most needed. We are taking time to find the right partner and ensure the needs of both the staff and young people can be met. MB proposed the Foundation should consider a the level of grant funding.

In response to a question from GT, MB confirmed the timeframe is May/June to complete the proposal, in time for the June Board meeting, with a view to confirming the new charity partners around the Foundation's 5th Anniversary. MB also confirmed this will be a closed fund only, limiting support only to our existing charity partners.

9 AOB

None.

10 Date of Next Meeting

Tuesday 15 June at 2pm.