SUMMARY OF THE TRUSTEES BOARD MEETING
HELD THURSDAY 3RD MAY 2018 AT SPEIR HOUSE TELFORD
FOR ISSUE TO CLUB SECREATRIES

Present: -
Chairman: Andrew Birkle (AB)
Trustees: John Cousar (JC), Peter Prior (PP), Sandy Pirie (SP), Michael Smale (MS), Jane Targett (JT), Aled Jones (AJ), Stephen Brough (SB), Carl Smith (CS) Mark Nutsford (MN), David Perry (DP), David Jones (DJ), Edward Griffiths (EG)
In attendance: Sue Cope (SC), Melanie Harmitt (MH)
Apologies: Andrew Dutton (AD), Iwan Morgan (IM), Wallace Gregg (WG)
Minute Taker: Hannah Williams (HW)

1. **MEMBERS FOR ELECTION**
   1.1. Members for election were proposed and accepted.
   1.2. The trustees were made aware that due to new GDPR legislation membership contact details are no longer able to be shared with the clubs.

2. **Q1 MANAGEMENT ACCOUNTS**
   2.1. The Q1 financial figures were reviewed by the Board
   2.2. It was reported that the 2018 Q1 financial performance for the Holstein UK group was extremely positive.
   2.3. The Board also reviewed the procedures for intercompany cross charging between Holstein UK, CIS and NBDC.

3. **ARTICLES OF ASSOCIATION**
   3.1. The Board reviewed the updated articles of association
   3.2. The Board agreed the articles of association to go to the Holstein UK AGM in June under special resolution.
   3.3. Following approval at the AGM it was agreed that the articles of association will be published on the Holstein UK website.

4. **TRUSTEE OFFICE TERMS AND REGIONS**
   4.1. The Board reviewed the paper formalising current trustee terms of office and trustees club responsibilities within their regions.
   4.2. The Board confirmed the clubs within each trustee region as follows:

<table>
<thead>
<tr>
<th>Trustee Region</th>
<th>Affiliated Clubs</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Midlands</td>
<td>Derbyshire, Staffordshire</td>
</tr>
<tr>
<td>Scotland</td>
<td>South Scotland</td>
</tr>
<tr>
<td>Lancashire</td>
<td>Lancashire</td>
</tr>
<tr>
<td>East Midlands</td>
<td>East Midlands, British Friesian, Central Counties</td>
</tr>
<tr>
<td>Northern</td>
<td>Northumbria, Border &amp; Lakeland</td>
</tr>
<tr>
<td>North Wales</td>
<td>North Wales</td>
</tr>
<tr>
<td>Yorkshire</td>
<td>Yorkshire, North East</td>
</tr>
<tr>
<td>South Wales</td>
<td>South Wales</td>
</tr>
<tr>
<td>Southern</td>
<td>South &amp; Wiltshire, South West</td>
</tr>
<tr>
<td>West Midlands</td>
<td>West Midlands, Midland</td>
</tr>
<tr>
<td>North Western</td>
<td>Shropshire, Isle of Man, Western</td>
</tr>
<tr>
<td>Far Western</td>
<td>Cornwall, Devon</td>
</tr>
<tr>
<td>South Eastern</td>
<td>Suffolk, Norfolk, South Eastern</td>
</tr>
<tr>
<td>Northern Ireland</td>
<td>Northern Ireland</td>
</tr>
<tr>
<td>Scotland</td>
<td>South Scotland</td>
</tr>
</tbody>
</table>

5. **TRUSTEE ELECTIONS**
   5.1. The Board accepted the nomination of David Yates as the new trustee for the Scotland region
5.2. The Board accepted the re-nomination of David Jones as trustee for the West Midlands region.

5.3. The Board agreed that the North Midlands nominee Steve Hill could join as a non-voting member of the Board as per the articles of association.

5.4. The Board agreed all trustees should have a private e-mail address.

6. **LIFETIME ACHIEVEMENT AWARD**

6.1. The Board took a vote on the Lifetime Achievement Award.

6.2. The successful nominee was Alan Shufflebotham.

7. **TRUSTEES MEETINGS**

7.1. The Board agreed that the trustee meeting prior to the June AGM would be used as a trustee training session including charity governance responsibilities, media training and a classification workshop.

7.2. The Board agreed the election of Chairman of the Board and the structure of the Board committees would be facilitated at the Board meeting following the Holstein UK AGM in June.

8. **MEMBERSHIP SURVEY & HOLSTEIN UK STRATEGY**

8.1. The Board reviewed the results and feedback from the membership survey.

8.2. The Board reviewed & agreed the proposed Holstein UK strategy document.

8.3. The Board agreed that the Holstein UK strategy would be published at the AGM in June.

9. **MEMBERSHIP HANDBOOK**

9.1. The Board reviewed and agreed the updated membership handbook.

9.2. The Board agreed that the new Holstein UK membership handbook would be published at the AGM in June and would be reviewed following each Holstein UK Board meeting. The handbook would then be revised as and when required and a full revision log made available for the membership.

10. **2019 EUROPEAN HOLSTEIN SHOW**

10.1. The Board agreed that the promotion of the UK Holstein was an important part of our charitable objectives and therefore agreed a budget in line with our attendance in 2016.

10.2. Attendance will be subject to confirmation from the Belgian Health Authorities of their health protocols.

11. **UK DAIRY DAY**

11.1. The Board agreed their continued commitment to the UK Dairy Day event.

11.2. The Board agreed the event should be kept at the current venue in Telford for the foreseeable future as this will ensure the event remains cost neutral.

12. **FUNDING FOR HOLSTEIN UK CELEBRATION EVENT & HYB WEEKEND RALLY**

12.1. The Board agreed the proposal to change the funding for both of the above events.

12.2. The Board agreed that Holstein UK would fund the necessary infrastructure to host the above events and would in exchange receive all sponsorship monies raised.

12.3. The Board are hopeful that this change in funding responsibility would encourage all clubs to host future events.

13. **ANNUAL REPORT**

13.1. The Board were informed that the annual report had now gone to print ready for the AGM in June.

14. **COMMITTEE UPDATES**

14.1. **FINANCE:**

14.1.1. Q1 Management accounts were presented and accepted by the committee.

14.1.2. The committee reviewed the improving cash position for the group.

14.1.3. The committee reviewed the investment portfolio and accepted the revaluation.

14.1.4. The committee interrogated the risk register.

14.2. **OPERATIONS:**

14.2.1. The membership handbook was reviewed ready for the Board approval.

14.2.2. The committee reviewed the new legislation regarding registration certificates. The committee accepted this was a European regulation and asked if the final version could be presented to the Board in August for their understanding.

14.2.3. The committee reviewed a paper on the issues surrounding Gender Pay Gap. The committee acknowledged the work.

14.2.4. The committee were informed that registrations for Q1 2018 were 2783 above target, with a significant increase in internet registrations.
14.2.5. The Board reviewed the membership analysis paper.
14.2.5.1. There were 39 new memberships in Q1.
14.2.5.2. There were 250 resigned members across 2017. This was an increase of 10 on the previous year.
14.2.5.3. Reasons for resignations are as follows:

<table>
<thead>
<tr>
<th>No.</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>24</td>
<td>Sold Herd</td>
</tr>
<tr>
<td>61</td>
<td>Non-payment of subs</td>
</tr>
<tr>
<td>22</td>
<td>no longer pedigree</td>
</tr>
<tr>
<td>41</td>
<td>no longer dairy farming</td>
</tr>
<tr>
<td>31</td>
<td>no longer HYB</td>
</tr>
<tr>
<td>5</td>
<td>deceased</td>
</tr>
<tr>
<td>1</td>
<td>moved/gone abroad</td>
</tr>
<tr>
<td>2</td>
<td>cross breeding</td>
</tr>
<tr>
<td>3</td>
<td>changing membership</td>
</tr>
<tr>
<td>1</td>
<td>change of breeding policy</td>
</tr>
<tr>
<td>6</td>
<td>addressee has gone away</td>
</tr>
<tr>
<td>36</td>
<td>no reason given</td>
</tr>
</tbody>
</table>

14.3. SCIENCE:
14.3.1. The committee heard the report from the recent GAFF meeting that was attended by Darren Todd and Michael Whittaker.
14.3.2. The committee approved the final budget for the completion of Webmate
14.3.3. The committee discussed the challenges of parentage testing microsatellites vs SNP’s

14.4. SHOW AND SALE:
14.4.1. The candidates for attendance at the 2018 EYBS were reviewed and selected
14.4.2. The new process for selection of judges at the ABAB calf show was confirmed
14.4.3. The theme for the 2018 ABAB Calf Show was agreed as “Jungle”
14.4.4. The committee agreed the level of funding support for herd and show clips for Holstein UK events.

14.5. SBH:
14.5.1. The committee were informed that plans were soon to be submitted from Milan homes and the committee would see sight of the plans prior to the proposal being submitted.

15. OTHER BUSINESS
15.1. JC expressed his thanks to the Board, staff and members for all their hard work and support throughout his time on the Board and wished the Society well for the future.
15.2. DP expressed his thanks to the trustees for his term as president of Holstein UK and wished the society, the trustees and the staff well for the future.

16. DATE OF NEXT MEETING
16.1. The next trustee meeting of the Holstein UK Board will take place on the 11th June 2018 in South Cave, Yorkshire
16.2. The next Holstein UK Committee Meetings will take place on Wednesday 1st August 2018 in Speir House, Telford.
16.3. The next Holstein UK Board Meeting will take place on Thursday 2nd August 2018 in Speir House, Telford.