

## WATIF Board Meeting Minutes 24<sup>th</sup> June 7pm

		Action Points
1	<p><b>Welcome and apologies.</b></p> <p><b>Present</b> – Trustees: Tabatha McCree-Cox (chair), Geraldine Hamilton, Patrick Baxter, Doug Schreiber, Pat Mavor (CO), Charlie Campbell, Alistair Marshall, Alison Bell</p> <p>Wendy Innes - on Teams</p> <p><b>Apologies</b> – Helen Boath – Treasurer</p> <p>Tabatha welcomed everyone to the meeting and the ran through the brief agenda and context for the meeting to review costs to ensure WATIF breaks even by the end of this FY and update on Pat position.</p>	
2	<p><b>CO Resignation</b></p> <p>Chair handed the floor to Pat to give an update on her position and explain her reasons for resigning form the organisation as of 30<sup>th</sup> June 2025</p> <p>Poat ran through a number of thoughts. Tabatha then responded to thank Pat for her services and her skills that had got the organisation to where it is today.</p> <p>Gerladine asked if she would be impacted financially, and Pat confirmed she would not as she has another business. Charlie offered his thanks directly alongside Alistair and other on the board.</p> <p>Pat – offered to help as a volunteer should be organisation wish to engage her in some activities. She was keen to note that she would help in any way to ensure the longevity of WATIF and did not want to see it fail.</p> <p><b>Please note</b> - Later in the meeting Pat was asked to leave the room post finance review. The Board in a private session discussed whether it was going to accept her resignation. The board confirmed after a small discussion that it would accept Pat’s resignation and that Tabatha would write to Pat in the morning to confirm formally in writing their acceptance.</p>	<p><b>AP1</b> – TMC to confirm Board decision to Pat</p>
3	<p><b>Finance</b></p> <p>Tabatha initiated the discussion around the confidential paper that Pat had circulate on Sunday regarding options to reduce the current 46k deficit. Tabatha walked the board through the cash flow and budget report that had been updated since Sunday with staff team and Trustees.</p>	

	<p>Each line was discussed and the final figures that had been achieved by further cutting of budgets was to put the organisation into a 4k surplus at the end of the FY. One outstanding question regarding fencing costs for Suzanne's paddock needed to be updated.</p> <p>A number of discussion where had then on ideas on income generating and the fact that although we could reach the end of this FY in the black the charity still had some challenges coming in 2026 with NLF funding ending after 3 years which would impact 2 of the staff team roles where 1 is 100% funded and 1 is 50% funded. Discussions would need to held with the individuals to advise them of this position.</p> <p>Ideas for working with the men shed on tools as they have surplus, solar panels and wind turbines on site where also discussed as well.</p> <p><b>Decision</b> - The board agreed to accept the updated budget and actual cash flow projections to enable the organisation to be solvent by the end of the year.</p>	<p><b>AP2</b> – TMC to re circulate final budget document once fencing costs for Suzanne paddock confirmed</p>
4	<p><b>Planning and Next Steps</b></p> <p>The Chair then asked pat to leave the meeting to allow the board to discuss the next steps and plans.</p> <p><b>Decision</b> - Board then discussed Pat's resignation and it was agreed to accept as part of a private session.</p> <p>The discussion then followed to review how we would manage the team and organisation without a CO.</p> <p>Tabatha put forward a proposal for her to step in for between 10-15 hours a week for the next 3 months till a new CEO could be recruited as the board agreed a CEO is required at this stage of the organisation's development and the current staff team's skillset. This would require some support from the board as weekends were not possible due to her own business needs.</p> <p><b>Decision</b> - The board agreed to support and accept the offer.</p> <p>G – asked if compensation would be paid to Tabatha for stepping in and Tabatha confirmed there was no budget available to do this so it would be gone on a volunteer basis which also aligned to the constitution of the charity.</p> <p>It was agreed that Tabatha would start with the handover this week with Pat before the 30<sup>th</sup> June and that all systems access as per contract termination would cease as of 30<sup>th</sup> June to comply with GDPR regulations and employment law.</p> <p>Comms – Tabatha offered to write up a simple comms to communicate to the community on Pats resignation for weds am. She has already booked an all-hands staff team meeting on the weds am to brief the team on the results of the board meeting. The staff team at this time did not know past had resigned.</p> <p>Tabatha agreed to update the team on this situation and start to work up plans with the team to step into areas to help manage the Loanhead operation as required.</p> <p>Tabatha agreed to update Helen the treasurer on the situation and review of the current budget forecast and cashflows.</p>	<p><b>AP3</b> – Tabatha to send out comms post team meeting.</p> <p><b>AP4</b> – Tabatha to update Helen on changes.</p>
5	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>None raised.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Tabatha closed the meeting by thanking the board for their support. She also confirmed that she would be emailing the board to keep them up to date on the activities and feedback over the coming weeks.</li> <li>• To ensure they were kept abreast of any changes and to help manage any messages with the community.</li> </ul>	<b>AP5</b> – Tabatha to send Board regular updates
8	<p>Date of next meetings</p> <ul style="list-style-type: none"> <li>• Trustees meeting- Thursday 17<sup>th</sup> July 7pm</li> </ul>	