

**CINEMA FOR ALL BOARD OF TRUSTEES  
MINUTES OF BOARD MEETING 128**

**Date/Time:** 4 March 2017  
**Location:** Cinema For All, Sheffield  
**Attending:** Tim Swanwick (Chair), Gemma Bird (Vice Chair), Graham Hill (Treasurer), Katherine Sellar (Board Member), Zoe Ellis-Moore (Board Member), Carlota Larrea (Board Member), Peter Mitchell (Secretary), Nadine Thomson (Board Member)  
**Invitees:** Deborah Parker (Chief Executive), Jacqueline Chell (Operations and Development Manager)  
**Apologies:** None

**128.1 Welcome from the Chair, introductions, and apologies.**

TS welcomed all the attendees and outlined the objectives of the meeting – a truncated business meeting in the morning then a strategy session in the afternoon. TS formally welcomed Z E-M to the board. The trustees shared their most recent film experiences for inclusion in Newsreel.

**128.2 Declarations of interest**

No declarations of interest

**128.3 Approval of minutes of board meeting 127**

CL proposed the minutes are accepted with no changes. Seconded by GB.

**128.4 Review of actions tracker and meetings of previous meetings.**

See action tracker for updates. ACTION NT.

There was some discussion about the reduction of number of board meetings and moving to a new cycle. KS voiced some concerns about ensuring there are still regular board interactions (via Skype). TS replied that the sub-groups will ensure ongoing involvement and interactions. KS and GB expressed a preference for 4 meetings. PM agreed. DP expressed that the responsibilities can still be fulfilled not face-to-face/online. CL expressed that some meetings are more productive than others, and now that the business side of things is much more accessible (Xero, Dropbox) the board members can be kept abreast of things much more. All expressed that the new agenda style is an efficient use of time. NT suggested that the 4 meeting style continue, and a decision be made at the September meeting in London. It was agreed to come back to this point.

Some discussion about the equipment database and how this would fit in with the equipment hire scheme relaunch in a few weeks (donations of equipment/ equipment swap).

JC to put a call in NR for people to be included in the database.

**128.5 Cinema For All Ltd discussion**

PM reiterated the purpose of the company (to hold the name Cinema For All). It is a dormant company. KS, DP and GB will approve the accounts (all zero) at lunchtime).

**128.6 Honorary Council discussion**

GB summarised her discussions with the honorary council regarding their status.

JC and DP suggested Brian Clay and Marjorie Ainsworth be asked to be Vice Presidents. It was agreed this would be a much deserved honour.

Continue to look for more diverse patrons list. All board members to think of some names. **ACTION ALL.**

**128.7 Finance report – presented by GH**

GH provided some explanation to help trustees understand what they are looking for in the accounts/ how to read the finances, in order to make sure all board members feel confidence approving the financial statements.

GH shared an up-to-date SOFA with board members. Current excess of income vs expenditure with healthy reserves. TS noted some breakdowns of income, and how non-grant income can be generated.

### **2017-18 Budget**

Presented by DP (with the qualifications that it is likely to change passed on what grant income is received throughout the year). GH re-iterated why it is important for us to focus on unrestricted income to relieve some of this pressure. Some discussion about Booking Scheme income.

DP outlined the variables – mainly project costs.

Some discussion about Pay it Forward.

BBFC will be heard by their committee this month (£22k). DP reported on PM's Sheffield City Council bid (c.£40k) which is involved with testing new approaches to improve loneliness. DP working on additional bids.

The board reviewed the profit/ loss statement from XERO.

It was unanimously agreed to proceed on this basis.

### **128.8 Introduction to the afternoon session**

Presented by TS. The afternoon session will focus on preparation for the multi-year bid we will submit to the BFI, taking our starting point from member consultations.

### **128.9 AOB**

Re-appointment of Gemma Bird and Tim Swanwick.

It was proposed KS and seconded by PM.

### **127.9**

#### **Strategy meeting.**

JC summarised the results of the member consultancy survey (results pre-circulated).

CL summarised the results of the member visits (see pre-circulated summary).

Lots of conversation about communications – how to improve, a focus on phone calls, rather than online comms.

There was some discussion about the purpose, values, vision and mission doc.

There was some discussion about engaging young audiences, screen heritage.

Nurturing Curiosity – is this a good name for the Film Education award?

Screen heritage – communities want to screen local heritage film. Some discussion about interactions with/ partnering with local IAC groups.

Some discussion about 'building communities through film.'

The board members split into two groups to work on ideas and activities to help with the 2017-2022 bid.

See following report from GB. **ACTION GB.**

### **NEXT DATES:**

3 June, Sheffield

2 September, London