



BoD Meeting Framework

Board of Directors Meeting

Standing items at each meeting:

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|---------------------------------------|--------------------------------|---------------------------------------|
| 1) Welcome, Introductions & Apologies | 2) Minutes of previous meeting | 3) Reports & Conflicts of Interest |
| 4) Funding & Finance | 5) Fundraising & Events | 6) Organisation Ops & Services Update |
| 7) Any Other Business | 8) Date & Time of Next Meeting | |

Quarter 1	Quarter 2	Quarter 3	Quarter 4
October-December Welcome & Introduction Fundraising & Events Planning Placement & Volunteer Development Board Sittings: 2 Annual General Meeting (October) Welcome Meeting (Nov-Dec)	January-March Engagement Plan (Pride Events) Training Programme for Directors Funding Strat - Staff - Ops Review Board Sittings: 1 Winter Meeting (Jan-Feb)	April-June LGBTQ North East Awards Impact Reporting Service Evaluation / Progression Board Sittings: 1 Spring Meeting (Mar-Apr)	July-September End of year report. End of year finance report. Policy Updates Board Sittings: 2 Summer Meeting (May-Jun) AGM Preparation (September)