

## Merseyside Sports Foundation Meeting - Agenda

Date	Thursday 21 <sup>st</sup> January 2016, 10.00 till 12.00 noon										
Venue	Merseyside Sports Partnership Office, Unit 1, Dakota Business Park, Skyhawk Avenue, Garston, Liverpool L19 2QR Telephone: 0151 427 3826										
	Agenda items	Actions required	Whom								
1	Welcome, apologies and introductions (formally accept Alan Cooper as new Trustee)	Apologies received from Adam Walker	Chairman								
2	Matters arising / updates from previous meeting not on the agenda	Action notes from previous meeting will be tabled on the day.	Chairman								
3	Declaration of interest		All Trustees								
4	Horizon scanning (opportunities and challenges) <ul style="list-style-type: none"> <li>➤ Liverpool Red Triangle Club and Liverpool Veterans Project (John Bell)</li> </ul>	See attached draft paper for discussion	ALL Trustees								
5	<b>Strategy</b>  Review discussion of Merseyside Sports Foundation (MSF) in particular (this will also aid as an induction for new Trustee) <ul style="list-style-type: none"> <li>➤ Purpose and its business</li> <li>➤ Roles and responsibilities of Trustees</li> <li>➤ Links to Merseyside Sports Partnership Board</li> <li>➤ Identify two big jobs to be done before 31<sup>st</sup> March 2016</li> <li>➤ Identify three big jobs to be done 1<sup>st</sup> April 2016-March 2017</li> </ul>		All Trustees								
5	<b>Tactics</b> <ul style="list-style-type: none"> <li>➤ Business / Activity to report for last 3 months (from September 2015 – January 2016)</li> </ul>		Jean								
6	<b>Operational</b> <ul style="list-style-type: none"> <li>➤ Review MSF website – still in developmental stages</li> <li>➤ Human resources up date</li> <li>➤ Financial summary of income over expenditure statement as of December 2015</li> <li>➤ New Trustee paperwork</li> <li>➤ Papers to sign (if appropriate)</li> </ul>		JS								
7	Date of next meetings  <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Check and set dates for 2016</td> <td></td> </tr> <tr> <td>March / April 2016</td> <td></td> </tr> <tr> <td>AGM – 15<sup>th</sup> June 2016</td> <td></td> </tr> <tr> <td>Sept / October 2016</td> <td></td> </tr> </table>	Check and set dates for 2016		March / April 2016		AGM – 15 <sup>th</sup> June 2016		Sept / October 2016			JS
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8	Closure of meeting		Chairman								

