



# March 2025 Board Meeting Minutes

Thursday 6<sup>th</sup> March 2025 1pm  
Google Meet

*Please note that some board discussion topics are confidential and not included within this summary.*

## Attendance

### Present

Jonny Garrett (Chair), Charlotte Turner, Phil Mellows, Rachel Auty, Rachel Hendry, Robyn Black, Mike Hampshire (Secretary)

### Apologies

Emmie Harrison-West, Rose Davis

### Declarations of Interest

Robyn Black (Fleet Street), Charlotte Turner (St Austell)

## Previous Minutes

Previous meeting minutes were approved.

## **Actions from Previous Meeting**

Previous meeting actions were discussed and updated accordingly.

## **Federation of Small Businesses**

The Guild is now a member of the Federation of Small Businesses, and the account representative has extended a discount offer to Guild members.

## **Finance**

The board discussed the Guild's finances, with a large loss currently forecasted for the 2024/25 financial year. The board agreed to submit motions to increase membership fees at the AGM and explore other fund raising/cost cutting measures.

## **Member Survey**

The board reviewed the outcome of the member survey, noting a general theme of 'networking' as been favoured amongst members.

## **Awards**

### **2025**

The board discussed the latest updates, including the recruitment of Jaega Wise to present the awards. The next steps are the finalisation of categories and the judging matrix.

### **Beyond 2025**

The board discussed feedback received from members and agreed to research potential London-based venues with an event that is less food orientated but still feels like a special occasion.

## **AGM**

An update was provided on preparations for the AGM.

## **Events and Marketing**

### **Facebook Groups**

Rachel A is to discuss with Kimberley on a recommended course of action with the Guild's Facebook group.

### **Events**

The board discussed potential events, including a collaboration with the Brewery History Society and progress with the Summer Party.

## **Membership**

### **Industry Partners**

Billing for 2025/26 is underway.

### **Individual Member Status Report**

Report generated on 25<sup>th</sup> February 2025.

Total members – 263 (50 complimentary memberships)

New members since last meeting (16<sup>th</sup> January 2025) – 12

Lapsed since last meeting (16<sup>th</sup> January 2025) - 3

## Website

Mike said Ascend had offered free hosting and support for 2025 in acknowledgment of service issues, if the 2024 invoices were paid in full. The offer was accepted and this means there is no rush to transfer to the new website, however Mike said he would still prefer this sooner rather than later. The board agreed to proceed with the move to WIX as originally agreed.

## Secretary Report

The purpose of this report is to advise the Board on what activities the Secretary is performing and how long the activities take. Tags and categories may change.

**The below is for the period 07-01-2025 to 24-02-2025. Time has been rounded up or down to the nearest 15 minutes.**

Activity Tag/Category	Time	Notes
Accounting	6h 15m	
Event & Training	2h	Social Media Power Hour
Event & Training Admin	2h 15m	Awards & Dinner, Social Media Power Hour
Marketing	0h	
Meetings	5h 45m	Awards, Board, Accounts
Meeting Admin	6h 30m	AGM, Board
Membership Admin	6h 45m	
Newsletters	13h	E-news, monthly newsletters
Planning, Organising and Emails	10h 45m	
Website	6h	

**Total time spent – 59h 15m**

## Next Meeting

The next meeting is due to take place in May.