

West of Scotland Regional Equality Council Ltd
43rd Meeting of the Board of Directors
 Tuesday 23rd of July 2013 at 6pm
 WSREC, 39 Napiershall Street, Glasgow, G20 6EZ
 1st meeting after AGM

Minutes

Present

Board of Directors

1. Hanzala Malik (HM) **Chair**
2. Vince Chudy (VC)
3. Harriette Campbell (HC)
4. Sharon Schlesinger (SS)
5. Syed Jafri (SJ)

Observers

None

In attendance

Mohammed Razaq MR)
(chair for item 5a)

1. Apologies

Board of Directors

1. Malcolm Green
2. Anne McTaggart MSP
3. Akhtar Saeed Bhutta

Observers

N/A

A following message was relayed to the Board by MR from Mr Bhutta “Scheduling a meeting at 6.00 p.m. in the month of Ramadan is not a good idea”

The committee thanked the member for his message and agreed that this question has been dealt with many times in the past and the action has always been that Ramadan itself does not affect people’s ability to attend meetings.

2. Welcome

The Chair welcomed everyone to the meeting.

3. Minutes of the previous meeting

Minutes of the meeting on 16th April 2012 were approved as a true and accurate record. With the minutes amended to show Sharon Schlesinger attendance and Mr S Jafri ‘s apology.

4. Matters Arising

Actions:

- MR to write and request Scottish Police Service’s attendance at future meetings MR reported that the action was still to be carried out
- MR to send a copy of draft statement to all members and request feedback within a week. MR reported the SAREC values statement was sent to all members with a week to respond,(no responses were received).

5. Elections of Office Bearers

a. Chair

Only one nomination for the position of Chair was made in favour of Hanzala Malik MSP, this was proposed by HC and seconded by VC

b. Vice Chair

It was unanimously agreed that Malcolm Green retain his position as Vice-chair

c. Treasurer

It was unanimously agreed that Harriette Campbell retain her position as Treasurer

d. Secretary

It was unanimously agreed that Sharon Schlesinger retain her position as Secretary

6. Co-options

It was agreed that Neil Johnston, be re co-opted onto the Board for another period of one year.

7. Formation of Committees

The Chair passed round a proposed list of committees and membership which was accepted by all those present, these are noted below.

Personnel Committee	Finance Committee	Marketing & Training Cttee
Vince Chudy – Chair	Harriette Campbell - Chair	Rashid Hussain – Chair
Haji Mohammed Munir	Vince Chudy	Malcolm Green
Harriette Campbell	Mr O S Jandu	Syed Jafri
Rashid Hussain	Vacant	Mr Saeed Bhutta
Tunweer Malik	Vacant	
Anne McTaggart		
Sharon Schlesinger		

Strategy Committee	Membership Panel	Social Work Issues
Dr Malcolm Green – Chair	Mr O S Jandu – Chair	Sharon Schlesinger - Chair
Sharon Schlesinger	Mr Ramzan Shah	Harriette Campbell
O S Jandu	Ms Olivia Williams	Mr O S Jandu
Tunweer Malik	Mr Khuranna	Mr S Jafri
Anne McTaggart		

8. Overdraft facilities arrangement with RBS

*'after due consideration of all the circumstances and on being satisfied that it is for the benefit of the charity and the interests of the Charity for the purpose of carrying on the Charity's activities to enter into a facility letter (the "**Facility Letter**") in the form now produced in respect of an overdraft facility not exceeding £20,000 at any one time from The Royal Bank of Scotland Plc (the "Bank")*

'Confirmation of Committed Business facility' MR explained that board required formally approving the loan facility with the bank with requirement of 4 members to sign the document along with the WSREC Secretary.

This was agreed

9. Cash Flow/Variance Statement

Cash Flow 1st April to 31st March 2014

Showed income of £368,562 with expenditure of £343,788 and no issues of cash flow during the year.

SJ asked why in the cash flow there was no forecast of cost for annual report and AGM. MR advised that he would obtain the information from the Office Manager and report back to the member as there should be costs associated with both items referred to.

Action: MR to provide information requested on 'cash flow' to Board members.

Variance Statement

This showed the following total variance

Month of June 2013: expenditure actual £32,652 and Budgeted £33,910 with a variance of +£1,258

till end of June 2013: expenditure actual £101,141 and budgeted £101,010 with a variance of -£131

This was agreed

10. A.O.C.B.

- HM reported that he had been informed that there was a report out showing a number of issues of service delivery for EM communities within the NHS.

It was agreed to obtain this report and look at the concerns contained in the report and WSREC will now see how it can support the NHS to address these issues. It was also agreed to invite/co-opt onto WSREC's Board or to a future WSREC Board meeting both the NHS and the authors of the report.

Action: HM to obtain the report and make arrangements to invite/co-opt NHS and Authors of the report to a future board meeting of WSREC.

- Food Banks
 HM reported that he was doing some work with food banks across Glasgow in his role as an MSP by writing to large Ethnic Minority businesses to donate generously to the food banks in the city. He also requested WSREC to be part of the Greater Maryhill Food bank as this was in line with our aim of Good Community Relations. Therefore WSREC is now a named partner organisation with Greater Maryhill Food Bank and may take part in other activities if required.
 SS advised that another organisation 'Jewish Care Scotland' (JCS) were also providing kosher food parcels. It was agreed to write to the JCS to see if there was any assistance that WSREC could provide.

Action: MR to write to JCS accordingly

- HC advised that the ACWA were having 2 Seminars one in Glasgow (24/09/13) and Central Scotland (12/09/1) and was looking for in kind support. It was agreed that HC would provide what is required to MR who will have this distributed to all WSREC contacts.

Action: on receiving information from HC, MR to have the message distributed to all WSREC contacts.

11. Date and Times of future meetings

Agreed timetable of future meetings at 6.00pm WSREC offices

Monday 2nd September 2013

Monday 9th December 2013

Monday 3rd February 2014

Monday 21st April 2014