

These minutes share the main decisions and discussions from the SWI Board of Trustees meetings. To respect confidentiality, we have removed names, sensitive business information, and any topics that are legally or commercially private.

The purpose of these reports is to keep members updated while protecting personal privacy and the organisation's strategic interests. Please note that this is not a word-for-word record, but an approved summary of key points and agreed actions.

## **SWI Board Meeting – Minutes**

- **Date:** 3rd December 2024

### **Attendees**

- Board Trustees (in person and online)
- CEO (staff representative)

**Apologies:** None

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### **Opening**

- The meeting was chaired by the National President, who welcomed attendees.
  - No declarations of interest were made.
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### **Previous Minutes**

- Minutes of the 3rd September 2024 meeting were approved.
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### **Chair's Report**

- Overview of engagement with 15 federations, peer groups, committees, and national events during 2024.
- Thanks expressed to trustees and staff for their support throughout the year.

## **Succession Planning**

- Board revisited discussion on Vice President succession.
  - Appointment was confirmed, with board assurance of flexibility and support.
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## **CEO Report**

### **Growth**

- Plans for new groups to launch in 2025, targeting two per month from March.
- Membership decline noted at -1%, less severe than predicted from Federation Annual Reports.

### **Member Engagement**

- Six-week membership consultation survey completed; findings presented to board.

### **Financial Sustainability**

- Gradual phased reduction in Action Appeal Grant underway.
  - Emphasis placed on avoiding loss-making events.
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### **SCIO Transition**

- Update provided: all steps now in place for transition to SCIO status.
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### **Heritage/Home for our Heritage**

- Heritage project progressing, with recruitment planned for early 2025.
  - Upcoming engagement event planned for Federations at Crichton to build awareness, ask questions and explore potential opportunity
  - If the project moves forward and we are successful in securing substantial funding, the Board has agreed to allocate funds towards the development of the project.
  - Investment risk level raised to generate additional income.
  - Next milestone: scope fundraising by summer 2025.
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## **Income Generation**

- All staff to continue exploring new opportunities for income generation.
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## **Finance Report**

- Q3 accounts and 2025 budget presented and approved.
  - Board agreed to shift focus from traditional monetary fundraising for international charities to more practical, hands-on support for local causes, while continuing commitment to ACWW.
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## **Risk Register**

- No changes reported.
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## **Any Other Business**

- Board agreed to increase annual meetings from 4 to 6, with a new schedule confirmed for 2025.
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## **Approvals and Actions**

### **Approvals:**

- September 2024 minutes
- Appointment of Vice President
- Commitment to project if funding is secured
- Adjustment of investment risk profile
- Continuation of ACWW support
- Practical local charity fundraising approach
- 2025 meeting dates
- Q3 accounts and 2025 budget
- Policies: Code of Conduct and Volunteer Pack

### **Actions:**

- Explore partnerships with local charities for practical member involvement
- Staff team to identify income generation opportunities
- Instruct investment manager to raise risk profile to medium-high

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