



## MINUTES

<b>Meeting Date &amp; Time Location</b>	<b>EBED Trustee Meeting 6 August 2020 at 16.00 via Zoom</b>	
<b>Attendees</b>	<p>Andy Margetts – Chair (AM)</p> <p>Terry Hewett – Trustee (TH)</p> <p>Gillian Fawcett – Trustee (GF)</p> <p>Giorgio Provenza – CEO (GP)</p> <p>Donna Wright – outgoing CEO (DMW)</p>	<p>Dom Wilson – Trustee (DoW)</p> <p>Michael Hill – Treasurer (MH)</p> <p>Mary Sharp – Trustee (MS)</p> <p>Douglas Wright – Trustee (DBBW)</p>

<b>1 – EBS</b>
<ul style="list-style-type: none"> <li>• Progress was evaluated. In particular:             <ul style="list-style-type: none"> <li>• the team will be working over the weekend to finalise EBS as there is still work to do on the written and video instructions and on the website. It will be launched next week, subject to a final review on Monday;</li> <li>• trials had continued but teachers had defaulted to using Zoom as a delivery mechanism rather than using Google Meet. Whilst this was understandable, it was recognised to be undesirable as it reduces the engagement with EBS and teachers and pupils will not benefit from the integrated package of tools available. Teachers will therefore be encouraged to deliver lessons via Meet and the training videos will focus on this. It was recognised that Meet may have limitations for teaching multiple tables as it does not allow for break out rooms;</li> <li>• trials had also highlighted that some teachers were removing all EBS branding from the lessons. A fundamental concept of EBS was to allow teachers the flexibility to tailor lessons. However, it was recognised that it was important to establish the EBS brand in students’ eyes. It was also recognised that there were some risks associated with allowing teachers edits that might conflict with EBS official policy. It was reaffirmed that teacher edits were permissible but that there should be ground rules (in the EBS terms and conditions and “how to use” guidance) in such cases to protect the EBS brand and reputation: teachers can co-brand the lessons and must include a short disclaimer saying that whilst the lesson is based on EBS official material, it may not conform in all respects if they have made changes to the materials;</li> <li>• student pricing was confirmed at £5 per month and, to incentivise teachers to sign students up to EBS, the first month’s fee will be rebated to teachers (once a student has paid for the first three months). This will require some manual processing but should be easily traceable. Rebates will be credited to MyEBU accounts (as opposed to the Warehouse) for ease of administration.</li> </ul> </li> </ul>
<b>2 - Finances</b>
<ul style="list-style-type: none"> <li>• MH delivered his treasurer’s report on the Q1 management accounts and an updated analysis of the possible effects of Covid-19 on the current financial year as a whole.</li> </ul>



- The C-19 analysis had been updated, in particular to reflect the Q1 results being better than expected. However, it was noted that the future projections would be adversely affected by the impending changes to the furlough scheme, together with the part-and overtime work now being undertaken and the additional CEO handover costs.
- MH undertook to continue a dialogue with the EBU treasurer to understand when donations to EBED might resume. In the meantime, it was agreed that the charity should not rely on the resumption of donations in the current financial year and plan accordingly.

### 3 – Other matters

- DBBW suggested EBED should take a lead in advising teachers on factors to consider to allow the resumption of F2F teaching. It was agreed that this would be helpful to teachers and it was agreed that EBED should issue “without liability” guidance to EBTA members, highlighting risk factors to consider and suggesting possible solutions. GF undertook to consider draft wording for approval at the 3 September board. Any guidance given should be date stamped and contain a health warning that government restrictions may continue to change at short notice. It should also highlight that any individuals must nonetheless take personal responsibility if they chose to attend F2F sessions, especially if they are in a vulnerable category.
- GP reported that some county youth bridge volunteers were also considering resuming F2F competitions.
- AM noted that the family of Geoffrey Wolfarth (a strong believer in the education values of bridge) had kindly requested anyone wishing to donate in his memory to give to EBED. GP will write to the family to express condolences and gratitude.

### 4 – Next meeting

- The next board call will take place at 4pm on Thursday 20 August. There will be no meeting on Thursday 13 August as the Quarterly Review is taking place that day.

MEETING CLOSED at c.17.15