

Board Meeting	Board Decision Made	Instigated by	Comments
January 2025			
	■ MP elected as GSF representative for 18 months	NL	
	■ Chair position confirmed as stipended for 3 years (no Vice Chair to be appointed)	NL	
	■ Interview panel for Chair to include NL, independent panel member, and possibly former Chairs; current Board to hear short presentations from candidates	NL/SB	
	■ Ethics Committee members should not be board members	NL	
	■ Finance Director's recommendation to endorse new bookkeeper	PI	Sarra approved as bookkeeper £20 per hour
	■ SBS25 decision made to go ahead as planned	MMP	
	■ IMPACT confirmed to go ahead and included in budget	MMP	
February 2025			
	■ Increase of 2 hours per week for both SB and HP agreed	YE	
	■ Independent person may oversee voting at the EGM	NL	
	■ Interim Report to be issued at the EGM showing financial stability progress	PI	
	■ Membership fees will not increase in 2025; increase delayed until 1 April 2026	PI	Linked to Inflation
	■ SBS25 non-member ticket pricing to be implemented	PI	
	■ William – offer capped/original invoice amount (excluding court costs), if rejected PSA proceed with paper trail	NL	
	■ Joanne – pay invoices in full	NL	
March 2025			
	■ VOTE carried to launch Professional Speaker of the Year (PSY) at IMPACT!	AG	
	■ Agreement to allow new Professional Members to join without sponsors, using a video instead	LB	Board voted unanimously to accept
	■ Proposal for a Member's Forum approved to trial	YE	
	■ VOTE carried to pay WB £4,532.30 as settlement	NL	
	■ VOTE carried to pay JL £2,808 for invoices	NL	
	■ Foundation Director will not sit on the PSA Board of Directors once Foundation has been separated from PSA.	MP	

April 2025			
	■ Publish reduced summary minutes, full transcript stored on Google Drive	YE	
	■ Ethics Committee and Appeals Committee still needed for CT report follow-up	YE	
	■ National President's UK expenses budget increased from £1,500 to £2,300 – carried unanimously	PI	
	■ Fellows' Days / Professionals' Afternoons to be added before conferences	AG	
	■ PSY semi-finals confirmed for Friday morning of SBS25	AG	
	■ PSY rules agreed unanimously	AG	
	■ Board approved Foundation letter to members to be sent in May	MP	
	■ Governance review by Bob Bradley approved unanimously	YE	
May 2025			
	■ SBS25 refund policy to be reviewed as part of budget meeting for SBS26	PI/LB	
	■ Sport80 CRM implementation to be prioritised before website overhaul	LB	
	■ Board agreed to proceed with Governance Review led by Bob Bradley	YE	
June 2025			
	Fellows Upgrade Process discussion	JB	1st Session re upgrading to Fellow process
	■ Fellows applications: use spreadsheets until Sport80 launch		
	■ Financial benchmarks to remain at £50k & £25k until 2026 review		
	■ Flowchart coding removed from Fellows process		
	■ Video requirement moved to acceptance stage		
	■ Sponsor guide endorsed (PSA to help find sponsors)		
	■ Judge requirement for sponsors removed		
	■ Screen shares accepted as financial proof		
	■ Code of Ethics interview removed from Fellows process		
	■ Testimonials accepted in varied formats		
	■ Fellowship application fee to remain £100 (clarity to improve)		
	■ Fellowship eligibility: 1 year as member + 6 months as professional (review in 1 year)	JB	Jackie Barrie to proceed with approvals
	Main Board Meeting		
	■ PSY rules agreed and to be posted on website	AG	

	■ Day tickets confirmed at £195 + VAT	PI	
	■ Gala dinner: £35 for day attendees, £49–50 if gala-only ticket	PI	
	■ New members (91 since Jan) to be offered early-bird price	MMP	
	■ Day tickets to go live in early July	YE	
	■ SBS agenda to be promoted via RPEs, social media, and speaker networks	MMP	
	■ Sponsorship discussions streamlined to PM and Sarah	PM	
	■ Priority: cleanse member data before other projects (for Sport80 transition)	LB	
	■ Instalment plan approach to be finalised in July/August	LB	
	■ PSA to adopt proactive cancellation process (2-month limit, reactivation fee principle)	LB	
	■ Year-end 24/25 expected to close in profit (reversing prior year loss)	PI	
	■ Board adopted formal Reserves Policy	PI	PSA will aim to build reserves to £75k within 2–3 years
July 2025			
	■ Concise accounts to be used for board reviews.	YE	Detailed reports retained for reference
	■ PSA will not provide direct refunds; only via optional Sport80 insurance.	LB	
	■ Instalments to be offered via Klarna/equivalent.	LB	
	■ Accommodation to be booked directly, with PSA block-bookings and hotel links.	PI	
	■ Small duplicate debts to be written off.	PI	
	■ VAT apportionment to be reviewed annually and approved by board.	PI	
	■ Draft accounts (concise) to be finalised for AGM by 1 Sept.	PI	
	■ PSA will retain June year-end.	PI	
	■ Foundation to open Metro Bank account as separate legal entity.	MP	
	■ PSA to continue exploring alternative banking solutions.	PI	
	■ AGM reporting to include Jan–June 2025 results.	YE	
	■ Regional Presidents to receive clearer financial reports.	YE	
	■ MO to attend quarterly board meetings.	PI	
	■ Board approved writing off debts within £9,701 provision, MO and DA to pursue significant amounts.	MO/DA	
August 2025			

	Unanimous approval to purchase magnetic pins for Members and Fellows in time for SBS25.	AG	
	PM's Commercial Growth Strategy paper approved — vote unanimous.	PM	
	Fellows Upgrade Process Decisions	JB	
	Point 16 — L&D required for Fellowship to be 20 hours in the past 2 years, which can be either speaking L&D time or business L&D time. Vote unanimous.		
	Point 17 — Measuring L&D: logging hours is seen as sufficient.		
	Point 18 — £100 maintained as the fee for upgrading, to be made more obvious on the website at the point of starting to apply.		
	Point 19 — Bi-annual windows to upgrade, concluding prior to Impact and prior to SBS, with dates and timelines published.		
	Point 20 — Website copy to be updated and videos from Fellows provided, along with other collateral, to sell the benefits of upgrading to Fellow. Vote unanimous.		
	Point 21 — Vote carried for voluntary downgrading. David Hyner (Fellows Rep) to be asked to propose how this is managed; further discussion required at a later date.		
	Point 22 — Fellowship fees to remain as they are for now and be reviewed along with other fee increase reviews.		
	Point 7 — Two people required to check the speech presented as part of the upgrade process; if they disagree it goes to an adjudicator. Vote unanimous.		
	Point 13 — CSPs joining the PSA as Fellows to pay Fellow rates, with 50% payment if they are also a member of another GSF association.		
	Point 15 — Board members to receive 5 points per annum that they serve towards Fellowship upgrading.		
	Main Board Meeting		
	Complaints Process, Grievance procedure and Social Media Policy adopted.	YE	
September 2025			
	PSA to pursue simplified, standardised payment systems to reduce administration complexity and minimise future debt risk.	PI	
	Regional financial performance to be used as a key driver in implementing the commercial strategy and shaping future budgeting.	PM	
	Continue current cash flow strategy, maintaining sufficient reserves to meet SBS25 and SBS26 commitments while monitoring risk exposure and banking arrangements.	PI	
	RP meeting to take place during SBS on Thursday 4.30–5.30pm, subject to final room availability.	OG	

	■ Proceed with enhanced identification and recognition of international delegates and sponsors at the event.	MMP	
	■ RP meeting to include both current RPs and VPs.	OG	
	■ Proceed with VIP Secret Speaker as a surprise element within the programme.	MMP	
	■ SBS26 to operate as a two-day conference (Friday and Saturday only), removing the formal Sunday programme.	AG	
	■ Hybrid conference format discussion to be deferred to a later meeting.	YE	
	■ Sport80 not to be used for immediate SBS26 ticket sales due to system instability.	LB	
	■ Interim ticket sales for SBS26 to operate via Stripe only, pending platform stabilisation.	LB	
	■ Hold a dedicated online strategy day in November focused on member value, engagement, simplification and regional development, preceded by finance updates and pre-work.	YE	
	■ MMC resourcing and structure to be formally reviewed as part of systems and succession planning.	YE/PI	
	■ Minor governance amendments to proceed for AGM approval and statutory filing.	YE	
	■ Succession planning to be phased, prioritising stability, support roles and continuity over immediate replacement.	YE	
	■ The automatic progression from Board Member to President will be reviewed.	YE	
	■ Presidency role to be redefined, with consideration of separating governance, operational and ambassadorial functions.	YE	
	■ DF's absence from the AGM to be managed via written or video contribution, with no impact on voting or formal proceedings.	YE/DF	
	■ PSA Scotland split (Glasgow / Edinburgh) to be explored further, subject to member demographics and viability review with LB input.	OG/LB	