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Icelandic Horse Society of Great Britain Ltd BoT Meeting + Management

Meeting minutes Tuesday 5th May 2026 On-line 7.30pm

Trustees & Management.

Martine Bye-Duke Chair (MBD), Jem Adams (JA), Hilary Ashford (HA), Ellen Brimble (EB), Debbie Ede (DE), Crissy Edwards (CE), Linnie Frith (LF), Freija Glansdorp (FG),Fi Pugh (FP), Mic Rushen (MR).

Mike Adams attended the start of meeting until 08.17 pm

Minutes were written up by Sabrina Chetcuti

1. **IHSGB Reorganisation MA**

Following approval of the IHSGB restructure resolution proposed at the April EGM next steps were discussed

The Implementation Team will be made up of MA, EB, FG with support from DE

Mast Meetings will operate with a set agenda, action list and Implementation action list

Steps agreed

- Continue leading the reorganization implementation
- Prepare and facilitate the first MAST meeting targeted for 1st June
- Invite regional coordinators to attend the first MAST meeting
- Review and collate trustee responsibilities submissions from all trustees
- Propose which items should remain with MAST vs move to trustees meetings
- Suggest date for next trustees meeting at the end of June after MAST
- Support trustees meetings during transition period until AGM

Details

- Action EB
  - Contact Shona and Liz to confirm which regional coordinator will attend the June 1st MAST meeting
  - Receive trustee responsibility lists from all trustees by Friday 15th May
  - Collate submissions with implementation team and send back suggestions
- Action FG
  - Send three reorganization documents (implementation action list, MAST agenda, action list template) to all trustees within 24 hours
  - Support Ellen in contacting Scottish regional coordinators
- Action All Trustees
  - Submit list of responsibilities that belong in trustees meetings (vs MAST meetings) to Ellen by Friday 15th May
  - Prepare for first MAST meeting on 1st June with regional coordinators attending
- Action DE
  - Confirm quorum requirements for trustees meetings in Mems and Arts (Item 28) Answer re action from last meeting, quorum for a Trustee meeting is the greater of 2 or one third of serving trustees.....,
- Action MBD
  - Send invitations to June 1st MAST meeting
- Action SC
  - Manage the action list for MAST meetings going forward
  - Ensure action list is completed live during meetings and circulated immediately after

2. **All Trustees**
   - Submit list of responsibilities that belong in trustees meetings (vs MAST meetings) to Ellen by Friday 15th May
   - Prepare for first MAST meeting on 1st June with regional coordinators attending

3. **All Management Team**
   - Promote and encourage participation in Ruby Challenge (40th anniversary challenge) across all areas
   - Source goodies and samples for BC rider bags (not just sport group responsibility)

4. **Scottish Regional Coordinators (Shona/Liz) -** *not present-based on discussion*
   - Provide more specific details on youth participation funding request for Scottish Open

agreed

- Clarify exact support needed beyond existing £500 grant
- Coordinate with Jemimah on education course opportunities
- Decide between themselves who will attend June 1st MAST meeting
- Consider inviting Tom for regular courses using one hall at reduced cost

5. **Dorothy (Shetland)** *not present-based on discussion*
   - Coordinate with Shona or Liz as Shetland regional coordinator
   - Confirm acceptance of membership offer for 20 new members
   - Submit list of new members for processing
6. **Kirsty** *not present-based on discussion*
   - Respond to Martine or contact Linny directly regarding 40th anniversary merchandise
   - Finalize commemorative rider bag design and production for BCs
   - Continue work with Debbie and Fi on funding applications for experienced people (planned for before Christmas)

7. **Finance-DE**
   - Proceed with Dorothy's Shetland membership offer: adults pay £36 plus £5 joining fee for 15 months membership (May-July 2027); youth pay £10 for 15 months membership
   - Remove outdated member discount companies from website as per Linny's email to Ian
   - Collect any outstanding expenses before year-end (July 31st)

8. **Communications - LF**
   - Send updated IHSGB leaflet with revised wording to all trustees for approval within next day
   - Arrange printing and distribution of leaflets with next Sleipnir magazine (early June)
   - Update members area with current company discounts and supporter information
   - Send details of new supporter (Solid Bar Company) offering 15% discount to members
   - Coordinate prizes from Kramer (£100 for BCs, £100 for Scottish Open), Guts Buster, and AVED
   - Arrange meeting with Romfield Nutrition regarding potential webinar and support
   - Contact Kirsty directly about merchandise for 40th anniversary
   - Plan webinars with Jemimah when schedules allow
   - Stagger communications about 40th anniversary challenge to avoid member overload

agreed

9. Breeding & Studbook – EB (FG)

- Contact Shona and Liz to confirm which regional coordinator will attend the June 1st MAST meeting
- Receive trustee responsibility lists from all trustees by Friday 15th May
- Collate submissions with implementation team and send back suggestions
- Send three reorganization documents (implementation action list, MAST agenda, action list template) to all trustees within 24 hours
- Support Ellen in contacting Scottish regional coordinators

10. Education – JA

- Liaise with Shona and Liz in Scotland regarding education courses and potential support
- Plan webinars with Linnie once schedule permits
- Create and share directory of trainers and judges available for regional events
- Coordinate with Ellen on potential Scottish education course

11. Leisure – MBD

- Continue efforts to fill remaining camp spaces
- Meet with leisure group on Thursday to review Easter challenge and May Day activities

12. Sport – FP

- Continue work with Debbie and Kirsty on funding applications for experienced people (planned for before Christmas)

13. Youth – CE

- Discuss with Fi about budget availability for Katie's training support at BCs (approximately £1400 plus expenses)
- Put out call for team leader volunteers for Youth Cup
- Complete mini webinar series with four young riders when schedules permit
- Coordinate with Kirsty on commemorative rider bags for BCs 40th anniversary

14. Membership Administrator - HA

Nothing to report

15. Sleipnir Newsletter Editor- MR

- Confirm Sleipnir deadline remains 10th August for next issue after 10th May

agreed

- Follow up on plea for content for anniversary edition of Sleipnir

16. Website- IP

- Remove outdated member discount companies as per Linny's forthcoming email

17. AOB

Nothing to report

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18. Date & Type/Venue of next Trustees meeting –

JUNE date tbc

Date of next MAST meeting Monday 6th July at 7.30

Reminder requested via WhatsApp

agreed

Recorded Zoom Meeting Summary

BoT/Management Meeting

IHSGB Ltd. HA H ashford and 7 others

Meeting summary - Tuesday May 5, 19:23 - 21:14 | Template: Discussion

Enhance summary

Key Takeaways

- Trustees unanimously approved the proposed organisational reorganisation, including the transition to a MAST (Management and Action Support Team) structure.
- The June 1st meeting will be the first official MAST meeting, with regional coordinators invited to attend.
- An implementation team (Ellen, Freya, and Mike, with support from Debbie) was formally endorsed to lead the transition.
- A standardised MAST meeting agenda and live action list format were approved.
- A separate Trustees meeting will be scheduled for mid-to-late June to address governance matters.
- All trustees are to submit a list of their responsibilities categorised as either trustee or operational matters to Ellen by Friday, 15th May.
- Membership proposals for the Shetland group (approx. 20 new members) were discussed and a pricing structure agreed upon.
- Communications, sponsorship, sport, youth, and leisure updates were provided across multiple leads.