



BAAT COUNCIL BUSINESS MEETING MINUTES

16th October 2021
Zoom (online)

Council members. Claire Louise Vaculik (Chair), Clare Boyd, Susan Carr, Sophia Cowx, Cliff Free, Dominik Havsteen-Franklin, Em Inman (Hon. Secretary), Mandy Leonard, Caryl Sibbett (Vice-Chair), Jude Smit.

BAAT officers in attendance. Gary Fereday (Chief Executive)

1. Apologies for absence and declaration of conflicts of interest.

a) **Apologies.** Karen Fenna.

b) **Conflict of interest.** Chair asked if any director had a potential conflict of interest for any of the matters to be discussed. None were declared. CEO to send conflict of interest policy and declaration forms to directors again for review.

2. Welcome to new Directors. Chair, CEO and existing directors gave a warm welcome to newly elected directors, Mandy Leonard, Caryl Sibbett, Clare Boyd and Em Inman. The Chair reflected on the recent training around governance and Council responsibilities and how helpful this was for understanding how we need to manage Council's work in practice and also, for continuing to develop BAAT's strategic vision moving forward.

3. Approval of minutes of last meeting & matters arising

a) **Corrections to the draft minutes.**

Item 5.1 Dual Experience report section to be updated, as a verbal report was shared at the meeting.

Item 3.2 Caryl Sibbett's name to be corrected.

b) **Matters arising from the minutes of the meeting on 15th May 2021.**

There were no matters arising.

4. Chair's report, Claire Louise Vaculik

The Chair highlighted items from her report, which was circulated prior to the meeting. She noted that she has offered monthly drop-ins for members and continued to offer support to the CEO and staff team, as needed. She has also represented BAAT and BAAT Council in meetings for IJAT (Board meetings and interviews for Deputy and associate editor roles) and with a variety of partners/ stakeholders (HEE, HCPC Education and EDI Taskforce, Coalition for Diversity and Inclusion). She spoke at ANZACATA (the Australian, New Zealand and Asian Association of Creative

Therapists) AGM and was also delighted to meet the students at Ulster University at the start of their term.

She then set out some of the changes to established ways of working, reiterating the importance of insights gained from the recent governance training about how to work consistently within the frame provided by the BAAT Articles of Association.

- a) **EDI Policy and Strategy consultation responses** – The feedback and changes to the BAAT EDI policy and strategy were considered, which had been circulated prior to the meeting.

DECISION: *The EDI Policy and the BAAT Strategy were unanimously approved by Council.*

- b) **AGM proposal regarding members not paying for advertising** - Council gave the proposal in-depth consideration. Members engaged in a discussion, which highlighted a need to test out the actual costs incurred and time that would be spent by BAAT personnel in practice before making a final decision. The CEO agreed to circulate a more detailed proposal to Council members for advertising to be offered for members at no cost for a 6-month pilot period, to be agreed by email.

DECISION: *Council voted (10 in favour, with 1 abstention) for parameters to be set out and a 6-month trial agreed.*

5. Vice-Chair's report - Caryl reflected she is delighted to be on the Board and will present a report at the next meeting.

6. Chief Executive Officer report, Gary Fereday - The CEO highlighted items from his report, which was circulated prior to the meeting.

- a) **Review of operational plan 2021** – The CEO asked for Council to provide feedback about the format of the operational plan by email. He noted that the Operational Manager and Events Officer have been appointed and highlighted some key challenges around HR and administration processes and resources. He explained that the GDPR consultant had confirmed that data had to be managed centrally by BAAT.
- b) **Finance** – He provided a report on the mid year expenditure and revenue budgets and answered questions about this.
- c) **Risk Register** – He explained that this was in the process of being developed.
- d) **Website tendering process** – The CEO spoke to his previously circulated report. He acknowledged that the current BAAT website is not fit for purpose and reminded Council this is a priority, as it is essential for the day-to-day working and the future development of the organisation. The tender process is complete, with all submitted bids reviewed by the CEO and the specialist IT consultant. The three short-listed bids were explored in detail at interview by a panel made up of the consultant, the CEO and BAAT Chair. The panel put forward their recommendation to Council in a report, which was circulated prior to the meeting.

DECISION: *Council voted unanimously to approve the proposal. Also, for an additional item to be included in the contract, so that location maps could be provided in the search*

function.

7. IJAT - The IJAT report was circulated prior to the meeting. Some notable details about the excellent work being done by the Editorial Board:

- **Submissions** - Research papers: 48; Practice papers: 19; Opinion pieces: 2
Total: 69 (acceptance rate of 36%)
- **Average time from submission to first decision** - 67 days
- **Downloads** - 2021 Q3 usage: over 35K downloads; 2020 Q3 usage: 23k downloads; Jan-June 2021: 78K downloads
- **Annual IJAT Board recruitment** - New appointments: 2 Trainee Co-Advisors; Deputy Editor, EDI Associate Editor Lead, and Research Reporting Standards Associate Editor Lead.
- **Reviewer & author diversification** - Peer review training being redesigned to include section on identifying bias using an intersectional framework. Pilot mentoring programme is now underway for new authors.
- **2021 Prizes** - New Practitioner Prize: 1 winner + 1 runner-up. ECR Prize: 1 winner + 2 runners-up.
- **Copy** - There is currently enough copy accepted/planned for the coming year and two special issues planned:
 - *2022 Special Issue: Trauma-informed Approaches to Art Therapy with Children & Young People.*
 - *2023 Special Issue: Examinations of Anti-oppressive Art Therapy: Intersectionality, Anti-colonialism, and Cultural Humility* (submission deadline March 2022).

8. Strategic plan 2022-2027 – The CEO requested confirmation from directors that the draft Strategic plan could be sent out to BAAT members, as part of a consultation on the proposed priorities for the coming 5 years. The CEO also noted that there are some choices that require more in-depth consideration to inform 2022 operational planning; Council were asked to reflect on these in advance of the December meeting

DECISION: Council voted unanimously that the draft Strategic Plan could now be sent out to the membership for consultation.

9. Feedback from:

- a) **BAAT Council SIG Network Coordinator:** Four meetings planned for the next year which will be hosted online by Em Inman on 25th November 2021, 10th March 2022, 16th June 2022 and 15th September 2022 between 6-8pm.
- b) **BAAT Council Regional Network Coordinator:** Not discussed, as coordinator had sent apologies for this meeting.
- c) **BAAT Country Representatives for Northern Ireland, Scotland and Wales:** Clare Boyd gave feedback for NI. It was noted that some frustrations had been shared by members with the technology, communication via BAAT website for BAAT NI, and about accessing BAAT NI members details. She asked if BAAT NI could have its own social media presence and what process could be used to make payments for training a little easier. It was agreed to bring this back as an agenda item at the December meeting, due to time constraints.

10. BAAT Council Working Groups (update on progress & delivery) - it was agreed to discuss this at next meeting, as the focus currently was on the BAAT website.

11. Dates of next Council meetings

1. 4th December 2021
2. 5th February 2022
3. 14th May 2022
4. 16th July 2022 - AGM
5. 24th September 2022
6. 3rd December 2022

12. Any Other Business

- The CEO asked about the timings and format of meetings, so these could be arranged to be as practical and efficient as possible. Council members agreed to email view on this.
- Directors wanted to record thanks Gary and Claire Louise for the time and effort spent on for the website tendering process.