

Diabetes U K Ashford Support Group

Committee Meeting No 9

11/08/09

Minutes

Present at meeting:

Mark Endacott (Chairperson), Sarah Strand (Vice Chairperson), Colin Strand, Mike Owen (Treasurer), Richard Borthwick (Secretary), Dave Robinson, Heather Egginton and Penny Moore

- It was decided that for future committee meeting an agenda would drawn up and published.
- Michael Claughton who had expressed an interest in advising the committee on fundraising was unable to be at this meeting but would make every effort to attend the next one.
- Another offer of assistance with regards to fundraising was made by Ben Watson who works for a local radio station. This to be followed up by Mark.
- The presentation at the next public meeting at the Paula Carr Centre will be given by Anne Marie Dewhurst. The subject will be “DAFNE” Diabetes Education.
- A general discussion took place regarding ways to encourage more people to attend the public meetings although no decisions were taken.
- Mike stated that the exercise to change and add a third signatory for cheque authorisation had been completed. However, despite stating that they would do so, no phone confirmation had been received from the New Romney branch of NatWest. Mike to contact NatWest to seek confirmation.
- Mike provided details of funds held in the group’s bank account. Total at 09.06.09 was £236.89 plus two payments of £25.00 and £7.59 from the last general meeting gives a total at present of £269.48.
- It was decided that no floats would be provided to those committee members involved in activities that required finance. Any purchases that were made would be paid for out of their personal funds and they would be reimbursed from group funds. Mike requested that receipts be presented.
- The public meeting in November (at the moment the date is 17<sup>th</sup> but this is to be confirmed) is to be a social evening and the following decisions were made:
  - A quiz will be held with preferably teams of six. A charge would be made of £1.0 for each team member but this would include a raffle ticket.
  - Additional raffle tickets could be purchased at 50p each.
  - Committee members will compile question sheets comprising 10 questions on each sheet.
    - General Knowledge – Mike
    - Pictures – Sarah and Colin
    - Food – Heather and Penny
    - History – Richard
    - Flags – Mark

Mike will be in charge of the quiz on the night.

Marking will be “table by table”.

Nibbles of some description will be provided.

Concerns were raised regarding committee members setting the questions and taking part in the quiz. It was decided that the member concerned would not take part when their questions were being answered.

Sarah will obtain badges with name and positions for committee members.

Members of the Paula Carr Centre staff to be invited.

Further discussions will be held regarding the social evening during the next committee meeting.

- The Paula Carr Centre receptionist is going away for three months and as yet there is no news regarding a replacement. Mark and Heather to make enquiries.
- The next committee meeting will take place on 13<sup>th</sup> October 2009 at the Blacksmiths Arms.