

Diabetes U K Ashford Support Group

Committee Meeting No 8

23/06/09

Minutes

Present at meeting:

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

- The new Treasurer (Mike Owen) and Secretary (Richard Borthwick) were introduced to the other members of the committee.
- Paperwork from the previous Treasurer and Secretary was handed over to the new holders of those positions and a general discussion followed regarding duties and responsibilities of the members of the committee.
- Following the change of personnel on the committee it was agreed that there would be two new signatories (making three altogether) for the bank cheques authorisation to give flexibility in the event of one of the signatories being absent through illness or holiday. The three signatories will be Mark Endacott (Chairperson), Mike Owen (Treasurer) and Richard Borthwick (Secretary). Mike will liaise with the NatWest Bank and complete the necessary paperwork.
- The next committee meeting will take place on 11<sup>th</sup> August 2009 at the Blacksmiths Arms.