



Minutes of Meeting – Monday, 16th May 2011

Chilton Country Club, DH4 6LX

MINUTES

1. WELCOME AND APOLOGIES FOR ABSENCE

Present: Derek Airey (Chair), Barrie Braidford, Judith Burgess, Jim Carlin, Tony Chapman, Claire Crozier, Janet Long, Joan Whitney, Brian Wood, Susie Wood and Adrian Woodcock.

Apologies for absence were received from: Alf Brown.

2. Minutes of previous meeting

- Brian Wood proposed that these minutes be accepted as a true and correct record. Adrian Woodcock seconded this motion.

3. Matters arising

- Joan informed the meeting that she has spoken to Max Compton and it has been agreed that we should purchase a copy of his book.
- The committee was informed that 22 medical staff attended the ISHLT conference in San Diego. As we are still waiting for receipts etc for this funding no payment as yet has been made.
- Judith informed the meeting that she has contacted CHUF re to putting an article on our website with regard to the Government's plans to reduce the number of Children's Heart Units. CHUF in turn had promised to send Judith an article along with their logo but as yet she has not received this.
- The new Transplant Institute is due to open 1st July 2011 and become operational on 1st September 2011.

4. Chairman's report

- As this was Derek Airey's first meeting as Chairman, he welcomed everyone to the meeting and thanked them for their support.
- Derek asked if we should consider bringing the meetings forward but it was agreed to carry on as usual for now and review the situation at a later date.
- Derek told the committee that he had been speak to Dr Gareth Parry who had suggested that we install some vending machines in the new Institute. It was agreed we should discuss this at a later date.

5. Secretary's report

- Judith informed the meeting that she has updated our headed paper and will be updating our funding application forms which are on the website. This is due to the change in Chairman.
- Judith informed the committee that she had contacted Will Smith (Tynemouth Golf Club) with regard to holding another Golf competition but she has not yet received a reply.
- She went on to say that she has since spoken to Christine Marsh (widow of Graham Marsh) who thinks that we should forget about having another Golf Day as we would have to organise this ourselves and due to the financial climate we may have problems getting funding or teams to play in the competition.
- Given this information it was agreed that we would not go ahead with this venture.

6. Treasurer's report

- Tony informed the meeting the bank mandate will have to be changed due to the change of Chairman.
- Joan agreed to look into this.
- Joan informed the meeting that our current finances are as follows:

Treasurer's account - £24,000.15

Instant access account - £33,332.00

30 day notice account £96,786.00

- Joan informed the committee that she has recently heard a radio programme saying all charities/organisations should have Public Liability Insurance.
- Joan went on to say that she has a quote from Swinton Insurance for £250 - £350 per annum for 2.5 million.
- It was agreed in principle that we should have Public Liability Insurance and Tony agreed to make some further enquiries about this.
- Joan informed the meeting that there is now the facility to text donations to 'Justgiving'. It

was agreed that this information should go on the website and in the next newsletter.

- Joan reported that donations are down 86%.

7. Children's report

- Janet told the committee that one child from the Freeman Team had attended the recent 'Sportshall' which was held in Wigan.
- It was agreed that next year's 'Sportshall' should be advertised in the September edition of the newsletter to give plenty of notice.
- Janet told the meeting that there would be 5 families attending the British Transplant Games in Belfast.
- As Janet is unable to attend this event due to family commitments, Michelle Saunders (mum of Lindsay Saunders) will be acting as Team Manager.

8. Games report

- Judith reported that to date there are 22 competitors and 20 supporters attending the British Transplant Games.
- Two of these supporters are Team members who are unable to compete due to illness.
- There are 4 new competitors.
- Judith told the committee that both she and Derek had been talking to a young girl in clinic who is interested in taking part in the Games but has only been transplanted three months. Judith asked if she could get financial help towards her flight if she does not compete.
- Janet pointed out that as the Games are not until August she may be able to compete.
- It was agreed that Derek would take a medical form to her for completion and explain to her that if she can compete she will get help with her flight but if she just attends as a supporter she will only get funding for the Gala Dinner and registration fees.

9. Investing our money

- Tony told the committee that he had made some enquiries with regard to investing our money to get a better interest rate.
- He went on to say that the Monmouthshire Building Society offer 1.75% with an Instant Access Account with a minimum deposit of £50,000.00. There is also the Beverley Building Society who offers the same.
- Barrie Braidford proposed that we deposit £85,000.00. This motion was seconded by Adrian Woodcock and was agreed in principle.
- It was agreed that Joan and Tony will liaise with each other on this matter and keep everyone informed.
- Joan agreed to make enquiries with the Charities Aid Foundation to see what they can offer.

10. Flats

- Derek reported that all is in order with the flats and that they are full on most days.

11. Publicity/Fundraising

- Tony suggested that in order to raise funds each committee member could hold their own event.
- Susie suggests that we look into gaining places for the Keilder Marathon as this is a new event. Susie agreed to make enquiries about this.
- Derek informed the committee that he had made some enquiries about getting 2 'pop up' banners which would include our logo and photographs of our work.
- The price quoted for these is £70+VAT each. It was agreed to go ahead and purchase these.
- Claire asked if we could purchase articles to sell on stalls. After much deliberation Jim proposed that £1,000.00 is spent on items for sale. Tony seconded this motion.
- A vote was taken with 8 for and 2 against and was agreed by a majority decision.

12. Any other business

- Barrie informed the meeting that Metropolitan Insurance has changed to Best Forward & Co. Judith agreed to change this on the website.
- Tony suggested that we obtain each member's email address. Judith explained that this had been done once before but as Barrie's computer had been hacked into we had been advised that this was not a good idea.
- Tony went on to say that if good security software was purchased there should be no problem.
- Joan told the meeting that Kez Greenwood is a member of the Blaydon Harriers and has asked that the FHLTA be their nominated charity for the Blaydon Races 2012.
- It was agreed that Judith should write to the Blaydon Harriers telling them about our work.
- Joan told the meeting that she had received some correspondence from Andy Drysdale implying that we don't give our members the incentive to raise funds for the FHLTA whilst raising money for the Transplant Games costs. He uses the TSUK 'Justgiving' site as an example.
- It was agreed that Joan should reply to Andy saying that we will encourage members to get sponsorship if they can and that the FHLTA will continue to offer support to Games competitors as usual.
- Judith agreed to send out a sponsor form to all attending the British Transplant Games.

13. Date of the next meeting

Friday, 1st July 2011 at 12.00 (noon) Chilton Country Club.