



Minutes of Meeting – Monday, 22nd May 2006

Freeman Hospital, Newcastle

MINUTES

1. WELCOME AND APOLOGIES FOR ABSENCE

Present: Tony Armstrong (Chair), Barrie Braidford, Judith Burgess, Jim Carlin, Graham Marsh and Joan Whitney.

Also in attendance: Carol Davidson and Lynne Holt

Apologies were received from: Stuart Kaye and David Lyth

2. Minutes of previous meeting

- Tony Armstrong proposed these minutes as a true and correct record. Graham Marsh seconded this motion.

3. Matters arising

- Tony informed the meeting that John Dark would be attending our celebrations alone as his wife is on a cycling holiday.
- Following the previous meeting, where Graham had reported that Andrew Clarke might not be able to attend the European Games due to illness, he went on to tell the meeting that Andrew had sadly died. He went on to say that his funeral is to be held on Wednesday, 24th May which he and David Donkin are to attend. There will also be a memorial service for Andrew on Saturday, 3rd June.
- Judith asked the committee to agree how much funding she would be allowed for her trip to China, as part of the British team competing in the Chinese Transplant Games. It was agreed that the Association would pay for her flights at a cost of £500+. Joan asked Judith to send the appropriate invoices to her and she will then be refunded.

4. 21st Celebrations

- Carol reported that the Children's afternoon is all organised. There are 35 attending this event and there will be a balloon launch at 15.00. There will be bouncy castle, face painting and a disco. Carol is to get the helium and this will cost £40.00
- Lynne has drafted a press release which she will send off to various media sources. Judith asked her to send her a edited version of this to send on to Centre of Life to insert into the menu.
- After much discussion the table plan was agreed to which Judith will send on to Centre for Life.
- Barrie is to get wine and arrange with Centre for Life to take it early so that it can be chilled.
- Tony has contacted Gregg's but was told they no longer do cakes but he has a contact who is willing to make two cakes, one fruit, one plain.
- It was agreed that Lynne would e-mail a list of all transplant recipients attending the celebrations to Barrie. This is for a special prize of £50 for the transplant number drawn out.
- The evening would take the following format:
 - **19.00** – Drinks
 - **19.45** – Meal
 - **21.00** – Speeches followed by the raffle and cutting of the cake
 - **22.00 - 0015** – Band
- It was agreed that Judith draw up an itinerary for Peter Lawson which will read like this:
- Grace to be said by Barrie Braidford, Vice Chairman of the Freeman Transplant Association and heart transplant no 638.
- Welcome by Tony Armstrong, Chairman of the Freeman Transplant Association and heart transplant no 31
- Lynne Holt / John Dark to give a short presentation on the Transplant programme
- Raffle
- Judith is to ask the Centre for Life if there will be any parking allocated at the Centre for Life.

5. Any other business

- Tony Armstrong told the meeting that he had been informed that there were flees in the flats but pest control were unable to find any. It seems some of the mattresses have no covers and it was agreed to buy 7 new mattresses at a cost of £200 each.

9. Date of the next meeting

No date was set for the next meeting. Secretary will consult members re best date.