

## **Freeman Heart & Lung Transplant Association**

Minutes of the meeting held on Monday, 24<sup>th</sup> September 2012 at the Institute of Transplantation, Freeman Hospital, Newcastle upon Tyne NE7 7DN

**Present:** Derek Airey (Chair), Judith Burgess, Tony Chapman, Janet Long and Joan Whitney

**Also present:** Alf Brown & Vicky Pettersen

**Apologies were received from:** Barrie Braidford, Simon Ripley, Susie Wood and Adrian Woodcock

### **Minutes of the previous meeting**

- Joan Whitney proposed that these minutes be accepted as a true and correct record. Janet Long seconded this motion.

### **Matters arising**

- Judith told the meeting that she has now received a letter from Mr Stephen Clark, confirming that the £5000 requested for the Paediatric 25 years anniversary would be used for the use of Freeman children and their families only.
- Given this information Tony proposed that requested £5000 should be given to help fund this venture. Joan seconded this motion. All were in agreement.
- Joan asked to quote in the minutes 'Joan gave a brief resume of the accounts'. Judith agreed to do this.

### **Chairman's report**

- Derek welcomed Vicky Pettersen to the meeting and introduced her to all of the committee.
- Vicky in turn introduced herself.
- Derek reported that he had attended the funerals of Debra Armitage and Linda Hindmarsh as a representative of the FHLTA.
- During National Transplant Week the FHLTA had a stall at Sunderland Air Show and managed to raise approximately £200 and 81 people signed the Organ Donor Register.
- Judith asked for a few trolley discs to sell to friends.

### **Secretary's report**

- Judith told the committee that she has received a grant application from a member requesting £1500 - £3000 for help to get out of financial difficulties.
- After much discussion it was agreed that this is not in our remit to assist people with personal debt.
- Tony proposed that Judith write, advising her to seek help from a Social Worker or Citizens Advice Bureau. Joan seconded this motion and all were in favour.

- Judith told the committee of an email she has received from Judy Caulkin, mother of Richard Caulkin, asking if her nephew could write and record a song to raise money for the FHLTA.
- All present thought this was a wonderful idea and Judith agreed to write to Judy to ask her to liaise with Tony on this matter.
- Judith told the committee that Helen Adams is, doing a fundraising event to celebrate the first anniversary of her lung transplant, sometime in October or November. Judith went on to say that she has sent out numerous letters asking for donations on Helen's behalf.
- Judith told the committee that she has received the prospectus for the 2013 Great North Run which is to be held on 15<sup>th</sup> September 2012.
- It was agreed that Susie Wood should request places on our behalf.
- As Sam Johnson was unable to take part in the Great North Run due to injury he has given a donation of £50 which Judith passed on.
- Joan told the meeting that her son, Ian Whitney, has raised £820 to date from the Great North Run
- The committee went on to offer their thanks to everyone who took part and raised money on behalf of the FHLTA.

### **Treasurer's report**

- Joan gave a brief resume of the accounts.
- Joan has renewed our PLI insurance.
- Joan asked if the £500 membership fee should be paid to the BHLTA.
- As there were only three present who were able to vote due to both Judith and Joan being on the BHLTA committee, it was agreed to defer this to the next meeting.
- Joan told the meeting that the issue of becoming a Company Limited by Guarantee is due to move forward on 1<sup>st</sup> October 2012. There may be more information available at our next meeting.
- Joan informed the committee that anyone who missed the Great North Run due to injury or illness can defer their place. Judith agreed to contact Simon Ripley and Sam Johnson on this matter.

### **Children's report**

- Janet told the meeting that there were 5 children at the British Transplant Games and they had won 10 medals.
- Janet requested new sports kit for the children. Judith asked that this should be the same as the adults but as the adults wear a white sweatshirt and polo shirt, Janet felt that this was not a good colour for the children. It was agreed that we should defer this to a later meeting.
- Janet informed the meeting that 'One Stop', a national convenience store who fund charitable events have approached Lyndsey to front the next fundraising campaign in order to raise funds for the FHLTA.
- Janet asked if the committee is agreeable with Janet and Michelle putting a proposal together on behalf of the FHLTA in order to raise up to £40,000.
- All were in agreement with this.
- It was agreed that when the proposal is put together Janet should send a copy to Tony and Judith for proofing.

- Janet reported that £420 was refunded to the FHLTA from the Children's Transplant Team.

### **Games report**

- Judith reported that there were 19 competitors and 26 supporters at the British Transplant Games which were held in Medway, Kent from 23<sup>rd</sup> to 27<sup>th</sup> August 2012.
- The Freeman team won 21 medals, these being 15 Gold, 9 Silver and 7 Bronze
- The Volleyball Tournament will be held in Glasgow on Saturday, 10<sup>th</sup> November 2012.
- Judith informed the committee that she had attended a European Heart & Lung Transplant Federation committee meeting in London in August to discuss the future of the European Heart & Lung Transplant Games.
- The Danish team has been asked if they can organize the 2014 European Heart & Lung Transplant Games with the help of Victor from Sweden.
- Judith went on to say that David Walker, Chairman of the BHLTA and the EHLTF and herself had attended a meeting in Sheffield with John Timms and Alison Bridge of MLS to ask if they could organized the 2014 European Heart & Lung Transplant Games on behalf of the BHLTA.
- Judith told the committee that whilst she was in Sheffield, John Timms had advised her that the best hotel to stay in for the 2013 British Transplant Games is the Holiday Inn Royal Victoria.
- It was agreed that Judith should go ahead and book 25 rooms at this hotel.
- Judith went on to say that there is a Team Manager's meeting in February at the Holiday Inn Royal Victoria in Sheffield.

### **Revision of Games subsidy**

- Tony introduced his two proposals re expenses to the committee
- Although there was much discussion, due to the low numbers in attendance and the importance of these proposals it was agreed that this should be deferred to the next meeting.
- Given that the above item was deferred, Judith informed the committee that she has received a grant application from a member.
- The reason for the application was that this member has a medical condition so has to have a single room and is requesting.
- The total of the accommodation paid was £422 which meant the member pays £316.50, taking into account the subsidy allowed from the FHLTA.
- It was agreed that we should pay a further £161.00.
- It was agreed that in future anyone who is unable to share a room because of a medical condition should be allowed to claim half, not a quarter (half of a half).

### **Website/Newsletter**

- Tony reported that all was in order with the website.
- Tony is hoping to set up a hit counter.
- He went on to report that there are now 220 members of our Facebook site.

- Tony told the meeting that he hopes to have video clips on the website soon.
- Tony requested £40 to enable Itchy Robot to set up our artwork in a format which can be used for any graphics needed. Janet proposed that we should fund this. This motion was seconded by Joan. All were in agreement.
- Tony requested that an annual budget be set for software for the website.
- It was agreed that he purchase any items he may require for this work and put the receipt into Joan for refunding.

### **Flats**

- This item was deferred due to the shortness of time.

### **Any other business**

- It was suggested that the next meeting be held on Friday, 16<sup>th</sup> November 2012 to enable Derek, Judith and Tony to meet with Pam Yanez on Thursday, 15<sup>th</sup> November 2012. This would save Judith having to travel twice.
- Tony told the committee that he feels that the rule books needs amending but due to the shortness of time this item was deferred.

**Date of next meeting** – a provision date of Friday, 16<sup>th</sup> November 2012 10.00 – 14.00

**FHLTA/JB/24.9.12**