



Freeman Heart and Lung Transplant Association

Minutes of the meeting held on Monday 8th September 2014 at the Institute of Transplantation, Freeman Hospital, Newcastle upon Tyne.

Present: Derek Airey (Chairman), Adrian Woodcock, Joan Whitney, Barrie Braidford, Jane Graham, Adele Lambert, Janet Long, Vicky Pettersen.

Apologies received from: Brian Wood and Susie Wood

In Attendance: Vanessa Stonebank of Lyons Heart Fund

Minutes of the previous meeting

- Vicky asked for a few amendments to be made to the minutes.
- Vanessa Stonebank introduced herself she is an avid fundraiser for the FHLTA and is wanting to set up a fund in memory of her friend Vanessa Lyons who unfortunately died shortly after a heart transplant at the Freeman.
- Vanessa has set up a fundraising page on Facebook and already has a large following, Vanessa Lyons had 3 children a 14year old and 12year old twins, and it is their wish that the fund be called The Lyon Heart Fund.
- Vanessa is requesting to use the FHLTA logo on fundraising pots and to open a bank account and use a site called Givvy for fundraising on social media as it has no charges.
- She is organising a skydive to raise money and also raffles. She has several businesses willing to contribute to the fhltA.
- Derek has spoken to the Charity Committee this morning and they are going to get back to him. The consensus of the fhltA committee is that as long as only the one Charity number is used this would be ok.
- Derek will get back to Vanessa later this afternoon with more information.
- Richard Caulkin was introduced to the group he is an active member of the sports team.

Chairman's Report

- Derek informed the meeting that the support fund needs changing and proposed that Jane be made a signatory instead of Barrie, This was agreed by all.
- Derek called for a meeting of the trustees about the banking change and the expenditure report was not right.
- Vicky is now on the committee as satellite events coordinator for Transplant sport and the Local Organising Committee for the Newcastle Transplant games 2015. The question arose about Vicky's expenses as to whether she can claim expenses for satellite events and meetings. Derek has spoken to Transplant sport and they have said that they will budget for Vicky's expenses.

- Janet has also been approached to be on the Local Organising Committee and is considering it. Joan is also on the LOC with Transplant Sport agreeing to budget for it.
- Barrie suggested that if Transplant Sport do not pay for the funding for travel we would.
- Derek attended the 100 Congenital Heart Transplant Event, He said that it was a really good event and there were a lot of familiar faces there, he was however disappointed that there were no photographers present.
- Derek has also attended a Transplant Course for Surgeons from around the world and was lucky enough to see a Lung Transplant taking place. The lungs were placed onto a rig that the fhlta had bought to clean the lungs ready for transplantation.

Secretary`s Report

- Joan sent an email to Simply Health to thank them for their donation and to tell them about our successful games.
- Adele and Vicky attended The Great Aycliffe Show on 23rd and 24th August, I made some cakes to sell and we managed to raise £71.70 in donations.
- The main aim was to raise awareness of organ donation and we managed to get 72 people signed up to the organ donation register over the two days with more forms to come in.
- I was also asked by the women`s institute to do a talk on Organ donation and transplants sometime next year.
- A company called Darchem Esterline an engineering company based in Stockton on Tees have asked if we can provide Donor forms for them to put in the pay packets of all of their staff at the Stockton factory. There are roughly 850-900 employees at the factory and this will be part of an awareness programme they are going to do possibly at the end of September. If it is a success they will do the same thing in their Gloucester factory the following month. I will organise this.
- I am going to provide a factsheet of information for new members of the swimming team as to what to expect and what kit they will need at the games.
- Jane and I are going to compile an information pack for new transplant patients to make them aware of our association and the help we can provide.

Treasurer`s Report

- Joan gave an update on the bank and savings accounts
- Joan had an email from a third party enquiring about a donation of £10,000. Joan replied to this and explained that the money is in an account within the hospital and that following today`s meeting we would inform him of the details of how we are to recover this.
- Derek has spoken to Stephen Clark about the matter.
- Adele will send a letter to Mike Love the Chief Accountant to ask what action has been taken since it was agreed in a meeting in January that the money would be transferred back to the social fund but this has not yet happened.
- We will ask him to respond before the next meeting.
- Joan has been in touch with Draycott and Kirk regarding the change to our registered charity number which will come into effect on 1st November 2014.
- We are going to the bank at 1.30pm today to change the signatories on the banking account we are still fully registered as Freeman Heart and Lung Association and the new signatories are Derek Airey, Jane Graham and Adele Lambert. Joan Witney also remains on the account.
- We continue to receive money from Just Giving and Virgin.
- British Transplant Games all money paid.
- Public Liability Insurance Paid.

- Irene Haddington raised £508 at her fundraiser and this was matched by Barclays making a total of £1016.
- Joan is going to look into the Givvy website as this a fundraising website that does not take off a percentage.
- Jane's fundraising event took place in Bamburgh on 24th of August and was attended by Brian and Mavis. She managed to raise £180.70.

Children's Report

- Janet has written a report for Simply Health She is awaiting photos to add to the report before she sends it off to them and also to Susie to put on the website.
- Following the last meeting and the question of support received for fundraisers by the Fhlta Irene and her daughter have agreed to meet Eve who does a lot of fundraising for Chuf to see what differs in the support given to them.
- Janet will report the findings to the committee.
- It was suggested that a list be placed in the clinic to let people know what we can provide for fundraising events.
- There has been a poor response to the Family weekend which is disappointing. It was decided that we will try to promote the event more and outline the costs in the future.

Sports Report

- The Bolton games were very successful. The team was the largest we have had with 36 members, 16 of whom were new members.
- 52 medals were won and we won the Best Heart and Lung Transplant games trophy for the first time.
- John Coyle was presented with the Graham Marsh trophy for his contribution to the team.
- The Hotel has been booked for the 2015 games. The Ramada Encore Newcastle
- There are 60 rooms reserved 30 double, 13 single, 14 twin and 3 family
- Sharon and Steve Simpson from Darlington are holding a charity event on the 9th October at the Forum music centre in Darlington.
- There is also a charity event taking place in Carlisle on 20th September.
- The Volleyball event is going ahead on 22nd November.
- The proposal for a cycling event for 20th June 2015 has gone in. Vicky, Erik, Joan and Richard are on the LOC for the event. The Sporting Lodge hotel has been booked for attendees and the Middlesbrough Riverside booked for the Gala Dinner.
- Great North Run Vicky has asked if someone will be willing to take over the running and organisation of this event as it all needs sorting out at the same time as the preparation for the games and she is too busy with the games at this time. Adele said she would consider this.
- Vicky will apply for the numbers for the GNR as they are released soon. She is also looking into the cost of half a charity tent at the event for next year.
- Three people pulled out of the event at the last minute this year and the numbers could not be reused. Vicky proposed that people pay the entry fee for their places and then receive a refund upon completion or take this fee out of their donations raised. This was seconded by Joan and Jane.
- There was also a question about the running kit as some people found the kit given to them uncomfortable to run in. Vicky was going to look into this.
- There are 8 new members to the cycling team. Vicky asked if we would be prepared to contribute funds for a new kit designed by Richard Caulkin which raises awareness of the FHLTA along with the

just giving website and the organ donation logo. It was agreed that we would give 50% towards tops for future events.

- Swimming caps were also requested that have the FHLTA logo on for use at events. This was also agreed.
- Vicky asked that the Transplant Sport page be updated and that the children's page has no contact details for the sports team.
- It was suggested that the Graham Marsh trophy be placed into a trophy cabinet in the clinic waiting area along with the Team trophy as it is so big and it is getting damaged by being transported about, and that a small replica be given to the recipient instead this was agreed by all.

Flats

- Derek attended a meeting about the flats on 28th July, They are closing on 17th September and we are to move to Beachwood.
- A discussion is ongoing as to whether they are going to demolish the building with explosives that will be quicker or bring them down brick by brick to try to minimise the dust.

Application from Mr Clark

- Mr Clark asked for funding for a Transit Time Volume Flow Measurement Machine for £3504.00. This was agreed by all.

Any other business

- Following our last meeting a member of the committee has been asked if he would like to resign his position as he has not attended any meetings for the past 9 months. Joan had written to this person after the meeting and has had no response. She has agreed to write to him again thanking him for his work on the committee.
- Vicky raised the issue of members of the sports team who can no longer compete but would still like to come along to the games as a supporter getting the same subsidy as an active team member and do we fund the Gala dinner for a supporter at the games as we do for the satellite events. This caused some debate and it was agreed that we would add this to the next agenda.
- New members are needed for the committee can current committee member's try to canvas for new people.
- We would like to thank Mavis for being acting secretary and preparing the minutes of the last meeting.

The next meeting will take place on Monday 27th October 2014 at 10.00am