



## Freeman Heart and Lung Transplant Association

### Minutes of the Meeting held on Monday the 9<sup>th</sup> February at the Institute of Transplantation, Freeman Hospital, Newcastle Upon Tyne.

**Present:** Derek Airey (Chairman), Joan Whitney, Jane Graham, Janet Long, Brian Wood, Adele Lambert, Barrie Braidford, Jon Comb, Vicky Petterson, Richard Caulkin.

**Apologies from:** Adrian Woodcock, Susie Wood.

#### Minutes of the previous meeting

- Minutes proposed

#### Chairmans report

- Adrian is not very well at the moment and has been placed on dialysis he has resigned as vice chairman due to ill health but will remain on the committee.
- Brian was proposed as temporary vice chairman until he can be elected properly on 5<sup>th</sup> March at the AGM
- The expenses proposal a subcommittee of Derek, Brian and Jane have decided that there are no changes to the general expenses.
- A discussion was raised about single occupancy expenses. It was decided that any competitor unable to share due to medical reasons will be given a subsidy of 50% of their accommodation costs on receipt of a medical letter.
- European games no changes to expenses
- World games no changes to expenses
- Satellite games no change.
- It was decided by the committee members who were eligible to vote, by paper ballot that there will be no subsidies for competitors from now on but we will advise them to do their own fundraising and will help them.
- Prof Steven Clarks proposal was unanimously rejected by the committee due to the following pointers:
  - Large cost of the project

- Inability to easily update the website
- There are more mediums available online for people to do their own research.
- The current information booklet can be updated and provided in pdf form for people to view and they could also provide a link to our website.
- Adele and Jane will write to Prof Clark.
- Prof Stephen Clark has asked for £20,000 to send two nurses from ward 38 to the European Transplant conference in Nice. This was approved.
- The Charity commission rules have been updated for 2015 and do not make much difference to us.

### **Secretaries Report**

- Since the last meeting I have wrote a letter to Mike Love proposing that the £10,000 be transferred to a social fund account to be managed by Jane Meadows the social worker.
- I have written to Rob at Itchy robot with a letter of nomination so that we can receive a charity discount for the new email system.
- I have one place left for the Great North Run and have received 5 payments so far.

### **Treasurers Report**

- Jane paid a total of £780 to Draycott and Kirk for the accounts
- Jane asked if she would be allowed to change the working bank account to Barclays instead of TSB as she is having to travel up to 36 miles to carry out transactions. This was proposed by all.
- Jane proposed that we use the money given to us to benefit all members, the idea she proposed was to invest in a caravan for the use of all members on a site local to the hospital for holidays and short breaks. This was viewed as a good idea and Jane has agreed to look into costings and availability.
- It was pointed out that someone will need to be in charge of running the caravan, and also it was suggested that some sort of survey be carried out among patients to see if people will be interested in using the caravan.

- Another idea to use the money given to us to benefit all members was to run a sweepstake where all transplant patients are given a number and it is then randomly picked out to win a cash prize twice a year.
- We have the 30<sup>th</sup> year anniversary coming up and Derek is going to find out what the plans are for this.

### **Children`s Report**

- Takkers weekend was a success and enjoyed by all.
- Team managers meeting Janet and Michelle visited the Trinity square accommodation for the games it is £45 per room per night and there is only one bed but you could get two children in there if they are small.
- A family of two children and two adults will probably need three rooms.
- Michelle is the official children`s manager and is awaiting her CRB check from transplant sport, Janet helps out by booking all of the accommodation and helping to organise the team.
- Vicky has asked for contact details for Michelle so that she can liaise with her for the transition of the children coming into the adult`s team.

### **Sports Report**

- Registration opens on 17<sup>th</sup> February 2015 for the British Transplant Games in Newcastle Gateshead.
- Medical forms need to be in from all members by 30<sup>th</sup> June 2015, members will not be able to take part if a medical form has not been completed and submitted.
- New sports this year include basketball which is a social event so that family members can take part as well. Short tennis has also been added for ages 12+
- The games in 2016 will take part in Liverpool and 2017 will take part in Motherwell Lanarkshire, Scotland.
- 23,850 people signed up to the Organ Donation Register in Bolton and they are hoping for as good a result this year.
- There is a corporate golf day coming up on the 17<sup>th</sup> May 2015 people are asked to enter corporate teams of 4 people at a cost of £500 Golfer Lee Westwood will be in attendance.
- Registration for the cycling event on 20<sup>th</sup> June 2015 will open within the next week. Vicky is still trying to sort out the timing as the person who originally agreed to do the event has been unobtainable and Vicky is

trying to get someone else to do the job for the same price she was quoted as this was within the budget issued to the event.

- Young adults weekend dates have been extended there are four people going so far. There is some discussion about the transport which is still ongoing and Vicky will speak to Joe to see what arrangements are being made.
- Racquets registration has opened.
- Vicky has asked for some support to edit Facebook and Richard volunteered to help with this, Simon Ripley and Judith Burgess will be removed from the admin site.

## **Flats**

- The flats are getting demolished on 1<sup>st</sup> April 2015.
- We have new Flats in Beachwood flat 3 is doubles A,B and C lower floor flat 4 doubles A,B and C also lower floor. Flat 201 doubles A, B and C on the second floor we have no single rooms so unfortunately people have to share.
- Derek has had to buy some pots and pans and also a television for the new flats they have all been fully decorated and now have a fully functioning kitchen but no common room.
- The only problem is there are no security locks on any of the bedroom doors but the trust are sorting this out.
- Wheelchair access has also been added.
- Two new cleaners for the flats.

## **Other Business**

- Vicky has proposed that she and Judy Caulkin be given the go ahead to produce a book for transplant patients of the Freeman Heart and Lung Transplant association, which will include stories from Patients, Consultants, Nurses, Transplant coordinators and Donor families from our hospital.
- The plan would be to sell the books and try to make some profit but it would be mainly to provide information to people.
- Judy has collected a rough idea of the costs involved based on the cost of an A5 document but we thought that A4 size would be better and you would be able to fit more into the book and use more pictures. This was proposed as a great idea and Vicky and Judy will research this.

- Website Joan Vicky and Derek had a successful meeting with Itchyrobot our website provider. The picture of Tony Chapman will be taken down for the sake of his family. There will be a new and improved email system which will make correspondence quicker and more efficient, it will come at an increased cost but should make things a lot easier for everyone.
- The new provider will be Microsoft.
- Barrie asked if the newsletter could be reinstated and distributed to the clinics Vicky will get in touch with Susie to see if we can take the newsletter off the website and circulate to the clinics.

The next meeting will be at 9.30am on Thursday 5<sup>th</sup> March 2015 in seminar room 2.

The AGM will then start at 10.30 am in the Lecture theatre on the 4<sup>th</sup> floor of the Institute of Transplantation.