

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

Minutes of the meeting held on the 1<sup>st</sup> December 2015 in the Institute of Transplantation, Freeman Hospital, Newcastle-on-Tyne NE7 7DN

**Present:** Derek Airey (Chairperson), Brian Wood, Jane Graham, Vicky Pettersen, Joan Whitney, Michelle Saunders, Adrian Woodcock, Barrie Braidford, Jon Comb.

**Apologies were received from:** Kaylee Davidson Olley, Janet Long, Richard Caulkin.

**Minutes of the previous meeting:** Jane proposed that these Minutes be a true and correct record, Brian seconded this motion.

**Matters arising:** Discussion followed, and it was confirmed that Erik Pettersen would be Vicky's Unofficial Sport Assistant.

Barrie queried the Treasurer's Report statement "Sam Griffiths had been paid" Jane explained the situation, which was duly accepted.

### **Chairman's Report**

Derek reminded the Committee it was time to rotate the Support Committee, subsequently Derek Airey, Jane Graham and Jon Comb would be deciding on future applications for the next 6 months.

Derek thanked Vicky for her hard work in organising the Christmas Lunch on the 28<sup>th</sup> November and making it a great success. Vicky also mentioned that thanks should go to all the Stallholders who helped to make the Lunch a success and also those Stallholders who donated to the FHLTA.

Derek informed the committee that an application for funding has been received from members of the Freeman Staff who wish to go to a conference in Istanbul the amount is approx £1220.00 per person. All were in agreement.

### **Secretary's Report:**

Joan attended a Tennis Tournament at David Lloyd, Teesside, in memory of the late Jamie Woodhouse, Joan presented prizes and received a cheque for £231.50 for the FHLTA.

Joan attended Monica White's annual Coffee/Craft morning and received a very generous donation of £270.00 for the FHLTA.

Joan sent a copy of 2015 AGM Minutes to the Hampshire Trust Bank as confirmation that Jane was elected Treasurer to the FHLTA Committee.

It had been noted that the FHLTA Trustees on the Charity Commission Website was not up to date. Following all current Trustees submitting their addresses and DOB, and a visit to Draycott and Kirk by Derek and Joan the updated information is now available on the Charity Commissions Website.

As requested Joan sent a letter to Penny Hartley authorising her to give talks on behalf of the FHLTA.

### **Treasurer's Report:**

Jane thanked Derek and Joan for their help with the accounts/admin. during her stay in hospital and her recuperation. Jane appreciated the postponement of the AGM until the 3<sup>rd</sup> March 2016 to allow more time to prepare the accounts for audit.

Jane gave a detailed report of all the accounts and informed the Committee that a lump sum had been transferred from the Monmouthshire Building Society to the Hampshire Trust, the account has been opened and the interest on the account is 2.20% per annum.

Mobile Home, it was suggested by Vicky that a bowl or similar could be used to inscribe a dedication of thanks to the late Brenda Jones, also a dedication inside the front cover of the new Visitor's Book. The Bowl would be in the Mobile Home on view for people to look at. Joan to liaise with Vicky.

Jane informed the Committee that Derek would continue to bank the Cash until Jane is driving again.

### **Children's Report:**

Michelle informed the Committee that Lynne Holt would be organising Tackers in 2016. Jane asked if the FHLTA could have names of the children who will be attending Tackers and could we make sure that invoices are received quickly in order for payment to be made more efficiently.

Michelle informed the Committee that £60.00 had been raised by Rachel Hooley at the Christmas Lunch for the Children's Team. Rachel makes bracelets and necklaces.

### **Sport's Manager:**

Vicky reported that the Volleyball Weekend was a success , due to illness the Freeman Team had 3 players, other team members made up the team and a bronze medal was won by the Freeman Team.

Vicky reported on the success of the Christmas Lunch and hoped it would become an annual event.

Team Manager's meeting will be held on the 28<sup>th</sup> January 2016.

European Championships, Vicky has displayed the current information she has for the European Championship.

Vicky asked if a Committee Member could collect a donation in Dunfermline. Derek offered to go and receive the donation.

We have been allocated 25 places for the 2016 Great North Run, Adrian requested a place for his daughter, Vicky asked for her full name and email address.

Transplant Sport have asked if we would fund the cost of a role for a person who would help the Transitions transfer from the Children's Team to the Adult Team in the British Transplant Games, following a discussion it was decided in principle to fund the role, all were in agreement.

#### **Flats:**

Derek had been notified that there is a burst main in the Flats and residents could not use the water. Bottled water was available for washing and drinking.

The chairs have been delivered to the Flats that were purchased by the Northern Ireland Transplant Association.

Brian will be looking after the Flats when Derek is on holiday, Brian asked for a list of hotels in case of emergencies.

#### **A Second Chance at Life:**

Following a successful launch of the book at the Christmas Lunch, the FHLTA expressed their thanks to Judy and Richard Caulkin for their hard work and Judy's continuing commitment to the book.

Judy sent a list of questions for the committee to look at regarding options for distributing/promoting the book. Following a lengthy discussion it was decided to give copies to people who the committee thought would be interested i.e. libraries, doctors waiting rooms, donor families, schools, etc. Taking the books to displays/talks that committee members attend.

It was decided not to pursue the large retail bookshops for permission to put books in their shops. The committee decided that Jane, Brian and Jon would ask the smaller outlets and British Heart Foundation, Jane will ask John Lewis, if they would stock the book. Joan to write letters of authority to send/show.

#### **Any other Business:**

The Committee are trying to find new ways of reaching out to our members other than through sport and following the three social events that the FHLTA have held in the past 12 months and the enthusiastic comments from our members, a Summer Ball was suggested. Joan said she would contact the Gosforth Marriott for dates/prices and Jon would contact a band for availability, then report back to committee members.

Michelle suggested an Activities Day/Weekend, the idea was met with enthusiasm, it was decided to put it on the Agenda for the next meeting.

Vicky reported the Donor Service in November was very special and emotional. Vicky thanked all those who took part.

Jon reported that a request was made on Facebook for a room to use to photograph volunteer patients who would not mind their transplant scars to be photographed. The date required 20/24<sup>th</sup> December.

A notice for the AGM (3<sup>rd</sup> March 2016) is being printed, and will be put in Clinic and on the Website/Facebook.

**The date of the next meeting will be Monday 18<sup>th</sup> January 2016 at 10am in Seminar Room 1 in the Institute of Transplantation. Lunch will be served at approx 11.45am**

**FHLTA/JW/ 2<sup>nd</sup> December 2015**