



# Freeman Heart & Lung Transplant Association

Registered Charity Number 1157894

[www.fhlta.org.uk](http://www.fhlta.org.uk)

**President:**

Prof. John Dark, MB FRCS

(Heart/Lung Surgeon)

**Vice Presidents:**

Dr Gareth Parry MB FRCP (Edin)

(Consultant Cardiologist)

Prof Paul Corris MB FRCP

(Consultant Respiratory Physician)

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**Sports Manager:**

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## Minutes of the committee meeting held on the 2<sup>nd</sup> March 2017 in the IOT Freeman Hospital

**Present:** Derek Airey, Brian Wood, Joan Whitney, Jane Graham, Penny Hartley, Roger Pape, Jon Comb, Michelle Saunders

**Apologies for absence:** Adele Lambert, Barrie Braidford

**Minutes from the previous meeting:** Jane proposed these minutes be a true and correct word, Penny seconded this motion

**Matters arising:** There were no matters arising

### ACTION

**Chairman's Report:** Dr James Lordan has applied for funding to attend the ISHLT in San Diego, All Agreed the FHLTA will fund Dr. Lordan

Derek said there are 6 Nurses and 5 Doctors who will be going to the ISHLT in San Diego

**Secretary's Report:** Following the FHLTA meeting on the 10<sup>th</sup> January when the committee discussed the Support Fund and financial help to our members which is included in the Aims/Objects. Joan sent an email to the Committee asking for their comments and ideas. The consensus was, we continue to help our members – the mechanism is in place listed to help our members, if needed in Aims/Objects. The Support Fund was set up in case of emergencies, the Chairman, Treasurer and 1 other Committee member are able to make a quick decision when needed. It was decided when members request financial help for travel to and from clinic appointments, they have applied to DWP etc for help. if they are on certain benefits. Also members contact the Transplant Social Worker who has access to a fund belonging to the FHLTA.

Jane offered to contact the Transplant Social Worker to make enquires regarding the fund and discuss how we can help our members financially.

**JG**

Minutes/Agenda have been prepared and sent out to the Committee for the AGM on the 2<sup>nd</sup> March 2017.

On behalf of Derek, Joan contacted the Marriott Hotel, re the 30<sup>th</sup> Anniversary Lung Transplant/Professor Dark's Retirement Celebration in June 2017. The Marriot sent a sample of menus and information regarding a possible event.

The FHLTA received a request for financial help to fund Oxygen on a cruise. Following a discussion by the Committee the request was turned down. All were in agreement.

**Vice Chairman:** Discussion took place regarding the 30<sup>th</sup> Anniversary Lung Transplant/Professor Dark's Retirement. Brian pointed out the procurement policy states we need to obtain 3 quotes; Brian has contacted the Crowne Plaza in Newcastle and Falcons Rugby Club as a possible venue. It was decided unanimously not to go back to the Marriott Hotel.

Derek to contact Professor Dark to confirm the date and should it be Lunch or Dinner

Joan to email the Marriott Hotel and cancel the provisional booking.

**JW BW DA**

**Treasurer's Report:** Jane gave a detailed report of the accounts held in the name of the FHLTA.

Memorials to date £4704.81

Just Giving £1703.89

Legacy £2500.00

Audit fees for 2015 – 2016 Draycott & Kirk £720.00

Tackers to date £1578.24 paid out. 50% will be refunded

British Heart & Lung Transplant Association - £500.00 paid annual subscription

Repair to Mobile Home Circuit Board £64.62

ISHLT San Diego Medical Conference costs to date £9799.36

£150.00 approved for 3 months trial for tea/coffee for pre transplant patients meeting. Patients will pay for their drinks. Written report will be submitted

Uncashed cheques to date £6264.20

Monmouth shire building society has reduced their interest rates.

Jane purchased a plant for a committee member's wife following surgery and a Mass card for Pat and family in thanksgiving for the life of the former Vice Chairman Adrian Woodcock.

**Sports Manager's Report:** Adele was unable to attend the meeting – Adele's report was read out Taster Sessions, these have proved popular we have 22 people interested in attending on Sunday 9<sup>th</sup> April at 11.00am for Archery and Lawn Bowls.

Sponsorship is coming from Darlington BIB Insurance Ltd they have promised £200.00. I have paid the deposit and will be taking the Insurance Policy details for them on Monday

GNR – I have 4 places left

BTG – Registration has opened, people have been asking lots of questions, Louise and I have been very busy processing applications, and so far we have 7 registered and 13 in the process of applying

14 rooms have been reserved at the hotel for the BTG.

Louise and I have been looking at getting some Hoodies made up for people to buy with our Logo on the front and Freeman on the back. 15 people have shown interest, members are asked to buy the Hoodies at approx £20.00 each and choose their colour.

Stock – I have all the Team Kit, and merchandise. I do not have the room in my house for these items and would be grateful if someone would volunteer to take care of the non team stock. I will have enough to sort out with the GNR and the Team Kit.

**Children's Team Managers Report:** Michelle said registrations for the BTG are coming in fast, we have the majority from Liverpool and a few new families have shown interest. The meeting in Birmingham was very informative and highlighted a few issues with the children's team which hopefully will be resolved.

There was a discussion on holding 2 team manager's meetings next year the second mainly will be a review and to visit accommodation as this was not on the schedule this year. This was disappointing for team managers; we were unable to check out any safe guarding issues for ourselves.

Young Adults - Accommodation cost to be paid to Freeman Children, as we have already paid it.

**Website Update:** Roger asked for a workshop session to be arranged to discuss the new Website  
**RP**

**Organ Donation:** 78 Heart, and Lung Transplants were performed at the Freeman Hospital in the past 12 months. The numbers are down at the Freeman Hospital and Nationally.

Hearts 45  
Lungs 33

Paediatrics 25

Roger said he has booked a table at the Durham Gala in the summer to promote Organ Donation

Dates for the next 3 meetings were arranged

11<sup>th</sup> April 2017 Room 2 9.00am meeting, lunch will be served followed by Website Workshop

30<sup>th</sup> May 2017 Room 2 10.00am until 12.30pm

18<sup>th</sup> July 2017 Room 2 10.00am until 12.30pm

**Coffee/tea will be served from 9.00am.** Lunch will be served at all meetings

Due to the shortage of time, (the AGM was scheduled to start at 10.30am), no more business could be conducted, the meeting ended at 10.30am. The Agenda was not completed.

JW/FHLTA/8<sup>th</sup> March 2017