

Freeman Heart & Lung Transplant Association

Minutes of the meeting held on the 28th January 2016 at the Marriott Hotel Gosforth, Newcastle-on-Tyne.

Present: Derek Airey (Chairperson), Brian Wood, Jane Graham, Joan Whitney, Barrie Braidford, Janet Long, Jon Comb, Kaylee Davidson Olley.

Apologies were received from: Adrian Woodcock, Adele Lambert, Vicky Pettersen, Michelle Saunders, and Richard Caulkin. Lynne Watson was unable to attend (guest speaker)

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

Matters Arising: There were no matters arising.

Chairman's Report:

An application has been received from Mr Stephen Clark requesting funding for medics and nurses to attend the IH<A in Washington DC the amount requested is between £20,000/£25,000. All agreed to the funding.

Dr Anders Andreasson thanked the FHLTA for funding totalling £643.00 that he received to attend a course.

Mr Meachery has requested if the FHLTA will purchase a Scope for the Screening Room to investigate a Bronchoscopy on patients. All agreed to the funding.

Derek informed the committee that the course which is being held in Turkey is in doubt due to political uncertainties. 4 members of staff are due to go, the FHLTA paid £4117,04 - following a discussion it was decided to ask if staff members are insured on a personal level or through the Trust when attending conferences abroad.

Derek asked for volunteers to attend Asda, Gosforth on the 6th February to do a Bag Pack from 9.30am to 3pm. Brian & Mavis volunteered to do a stall in Asda.

Secretary's Report:

Joan informed the committee that she had written to Asda Gosforth asking for permission to do a Bag Pack on the 6th February.

Joan informed the committee that the May Ball held on the 14th May 2016 is confirmed, a deposit of £500.00 has been paid and the contract is signed. A welcome drink at the May Ball was agreed.

Jon informed the committee that the Band for the May Ball is organised and the musicians instruments have been PAT tested.

A proposal was made for members to have the same concessions for social events as members have for sports events, in consequence it was proposed that the FHLTA would fund members (including Transplant Children) to get their Dinner free, travel allowance to the Marriott Hotel, Gosforth @ 28p per mile and 25% of their accommodation for 1 night (maximum £99.00 per night). All agreed to the funding.:

Treasurer's Account:

Jane gave a detailed report of all the FHLTA accounts.

Jane went on to say that £5487,22 has been received from Just Giving/Virgin.

Donations/Memorials received were £10412.18.

£1850.00 has been paid for Great North Run Places.

Jane has paid £105.00 covering security for the Mobile Home alarm system.

£300.00 was paid to Dr. Richard Kirk retirement event.

Jane has had a request from Lynn Robson asking for copies of A Second Chance at Life to distribute. It was suggested to ask how many she would like and perhaps let her have 20.

Jane asked if members when submitting expense form that all the postage, all the stationary, all the sundries and all the travel be grouped individually on the expense form. This will be easier for the accountant to work out when doing the Audit.

Jane asked if the committee could decide on dates for the next 3 meetings, this was duly carried out.

Jane reminded the committee of completing the FHLTA Audit before ordering anymore merchandise.

Jane said Judy is keeping a record of all the books she has sold. It was decided that no more books would be ordered until we know that all books have been sold.

Jane asked for a list of Satelite events for 2016, which will be held by Transplant Sport.

Website/Facebook:

Jon expressed concern over some of the content on Facebook, goods for sale and links to other sites. Jon suggested that when we invite people to join our Facebook they should be aware of some rules and regulations, and to comply with the said rules. It was suggested that Jon discusses his concerns with our administrators Richard and Vicky. Janet suggested that the matter be brought up at the AGM, it was decided that it will go on the Agenda. Jon volunteered to do a resolution and liaise to Richard and Vicky before the AGM.

A discussion took place regarding the FHLTA website and people with iPads who when they access the FHLTA website old footage and photos appear on the Home Page, it was suggested that a meeting with Itchyrobot should be arranged, Jon, and Joan will contact Vicky and Richard.

Children's Report:

Janet informed the committee that she will be stepping down from the committee, but will stand in for Michelle, if needed

Janet will stand down at the AGM on the 3rd March 2016

Michelle would replace Janet on the FHLTA committee as the Children's Manager

It was suggested that Janet, Michelle and Vicky submit a list of TS Activities for advanced financial approval

Janet, Michelle and Rebecca are all going to Liverpool for the Team Managers Meeting.

Janet informed the committee that she is hoping to obtain funding from CHUF for the Children attending the BTG in Liverpool and from Simply Health. The FHLTA agreed in principle to also fund the Children.

Janet informed the committee there are various children's events taking place in 2016 organised by Transplant Sport ie family weekends, Jump Giant Trampolining. TS fund each child the FHLTA agreed to fund 1 adult to accompany the child.

Sport's Managers Report:

Vicky supports Joan's proposal re expenses for social events, members should be subsidised equally in sport and social.

Vicky will be attending Team Managers meeting in Liverpool and will report back to the committee.

Registration for the BTG will open in February.

Rebecca Long has been appointed Transitional Assistant and will be going to Liverpool to understand the requirements of the new role.

TS Volleyball Satellite event is 21st November 2016 and will be held in Norwich hosted by Addenbrooks Team.

Vicky sent a parcel of leaflets to Emma Thompson who is giving a talk about her Heart Transplant.

Adele has been sorting the GNR numbers, I understand there are 6 places left.

Joan and Vicky are doing a talk about Transplants to a ladies group on the 16th February.

Adele has received a new delivery of Organ Donation leaflets etc and has sent 2 parcels out to members who are holding events.

Flats:

Jane suggested that we made the Flats more comfortable for members, the committee asked that Derek, Jon and Jane visited the Flats and check what could be bought to ensure the Flats were made comfortable.

Jon asked if Yale locks could be put on the doors of the flats for security reasons. Derek pointed out that all the doors have security keys.

Any other business:

Jon informed the committee that the Major of Gateshead had nominated the FHLTA as one of his Charities. Jon asked if the FHLTA would sponsor a Table for £390.00 and various committee members and a guests would attend. Beechwood Flats could be used for members wishing to stay overnight. All agreed.

Jane informed the committee that the accounts are prepared for the AGM.

There will be an informal committee meeting before the AGM on the 3rd March at 9.30am in the Lecture Theatre.

Dates for the next 3 committee meetings are 22nd March, 10th May, 21st June 2016

The next committee meeting will take place in Seminar Room 2 in the IOT on 22nd March 2016 at 10.00am

The Meeting on the 10th May (venue to be confirmed)

The Meeting on the 21st June will be held in Seminar Room 2 in the IOT at 10.00am