



Freeman Heart & Lung Transplant Association

Registered Charity Number 1157894

www.fhlta.org.uk

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Minutes from the Committee Meeting held on the 29th September 2017 in the IOT, Freeman Hospital.

Present: Derek Airey, Brian Wood, Jane Graham, Adele Lambert, Joan Whitney, Michelle Saunders, Penny Hartley, Jon Comb, Andrew Todd.

Apologies for absence: Roger Pape, Debbie Burdon, John Coyle

Minutes from the previous meeting: Jon proposed these minutes be a true and correct word, Brian seconded this motion, all were in favour.

Matters arising: Roger pointed out there were 80 signatures in total over two days at the Durham Regatta, and 85 signatures on the day at the Durham Gala. Roger said he was cancelling Durham University due to the cost. Roger emailed Joan with these changes.

Chairman's Report: Derek welcomed and introduced Craig Jones to the meeting.

Derek informed the committee that he wanted to arrange a meeting of the officers before the next meeting to discuss the Adopted Rules. A date would be arranged and discussions would be reported back to the committee. No information was disclosed.

Secretary's Report: Joan and Adele went to the Freeman Hospital to receive a donation totaling £6,200.00 (some of the money was Just Giving the remainder consisted of 3 cheques and cash) from Leslie and June Craig, Leslie and friends had cycled from Malin to Mizen – 410 miles in a sponsored cycle ride for the FHLTA.

50th Anniversary Transplantation – Mr Asif Hassan had requested an Evening celebration together with a lunchtime event. Derek asked Joan to email local venues and check availability, 2 venues didn't reply and 1 venue replied stating they were busy with Christmas parties in the evening. It was agreed the FHLTA were happy to support a lunchtime celebration. A budget of £1,000.00 was set for food. No expenses would be paid to members to attend the event. All Agreed. Derek to check with Alison the exact date the event would be held.

Organ Donation Week – Following a decision to put on the FHLTA Facebook asking for volunteers to cover the week, we received 29 volunteers. The intention was to have 2 tables at the Freeman Hospital, 1 all week at Simply Food in Gosforth and 1 day at Asda, Gosforth. We got 181 people signed up and people gave donations. Some members said they were coming and didn't turn up as promised and Derek did a lot of transporting people trying to cover all venues.

Jane and Joan gave a talk to Guisborough & Great Ayton Rotary Club about Transplantation and Organ Donation. Organ Donor leaflets and pens were given to each member. The Rotarians made us feel very welcome and very kindly gave the FHLTA £100.00 donation.

Treasurer's Report: Jane gave a detailed report on all the FHLTA accounts to the committee.

• Memorials since last meeting	£100.00
• Donations since last meeting	£3952.19
• Just giving since last meeting	£2717.34
• Flats income since last meeting	£710.00
• Mobile Home since last meeting	£1220.00
• Expenses for the Mobile Home	£144.80
• Stationary expenses	£212.88
• Postage	£212.88
• General Travel expenses since last Meeting, this does not include OD week	£1387.57
BTG Travel Expenses	£4517.44
Final Invoice from Widescope Web Co.	£1199.40

£599.40 was paid for the first stage of the New Website

Jane asked if money could be available for new carpets and decorating the Mobile Home, Jane to get quotes. All agreed. **JG**

Increase in Games Expenditure – it was agreed the committee look at the increased cost of the Games.

Jane informed the committee that a member had asked for a loan to pay for a venue to fund raise for the FHLTA (the loan would be repaid following the event) the committee declined the request.

Adele said she would send a card to all the GNR Competitors thanking them for their support for the FHLTA **AL**

Sport's Manager Report: Adele and Louise have been trying to get some members to play Volleyball on the 10th November in Coventry.

We have managed to get 4 possibly 5 for a team. Adele and Louise are also going since we don't have a full team.

Adele asked for clarification on expenses for those taking part. It was agreed to pay according to the FHLTA Expenses Policy.

This month we have entered the billion steps challenge for the WTG, we currently have 2 teams Freeman 1 and 2.

BTG – Birmingham 2018, we have been looking at the accommodation available, there are 3 options that are the best value
University Campus
Strathallen Hotel
Hampton by Hilton

Adele is in contact with Karen to see if there are any family rooms available, how many rooms we can have and if the Campus has all ensuite rooms. I will report back to the committee with the answers.

We have received a lot of interest in the European Games 2018, which may have an impact on the BTG.

It was suggested that unless the Team stayed together there would be no subsidy on the accommodation.

Adele and Louise were thanked for their hard work.

Children's Sports Manager report: Michelle reported the Children's Team had two new families attending the BTG in North Lanarkshire and medals were won in Swimming, Badminton, Table Tennis, Ten Pin Bowling, Hall Sports, Football and Track and field.

Michelle said she is waiting for a cheque from the FHLTA for £210.00 for young adult's accommodation. Michelle outlined how the money is allocated. It was agreed to submit another invoice.

Michelle informed the Committee that they have saved the FHLTA over £13,000.00 by moving the Games Finances for accommodation to CHUF.

Michelle said she has contact Lynne Holt and Sam Moralee (CHUF) re becoming involved with Tackers Ski Camp – Michelle went on to say it probably would be 2019 as next year is the World Winter Games and the Nicholas Green Camp. Michelle said the play specialists from ward 23 could be involved in Tackers Ski Camp – other paediatric Transplant Units are also involved.

Michelle and Janet Long have been offered a free stand on the 14th October in the Metro Centre to promote Organ Donation.

Michelle has asked a local Crockery and Cutlery Company to provide much needed kitchen equipment for Ward 38 and the Staff Room. The company, who agreed, will allocate a number on a photograph and it will be entered into a draw for £200,000.00 that the CEO of the Company holds at the end of the financial year. Ward 38 could be a winner!

A discussion took place re the "Transitions" – encouraging them to join and socialize with the Adult team. Also the adults to make the young adults feel part of the Team.

Organ Donation: Penny asked the NHSBT for a campaign report re the number of signatures submitted, Penny discovered some discrepancies due to the campaign number not listed on the donor leaflets, hence the NHSBT are unable to locate where the donor leaflet originated. The campaign number is 2511 for future use.

Craig said he enjoyed his experience during Organ Donation Week especially talking to people regarding his experience and doing a radio interview.

Penny suggested we think of different ways to promote Organ Donation and is planning to speak with the sub-committee to move forward with ideas. Jane suggested political contact.

PH RP JC BW

Jane thanked all the volunteers who offered their time.

Website Update: Due to Roger's absence there was no update, the feeling from the committee is we need to address some issues regarding the Website. Jon to contact Roger. **JC**

Mobile Home: The FHLTA received a request to offer a week in the Mobile Home for auction at a charity event. Committee declined the request due to possible damage. All agreed.

Flats: Derek said he received a telephone call the previous night at 11pm from a member who was in Flat 201 complaining the flat was too hot. The member was asked to phone Ward 38.

Penny asked if tea/coffee was supplied in the flats. It was suggested we encourage members to bring their own tea/coffee owing to the tea/coffee going missing.

Any other business: It was suggested that more jobs should be shared around the committee ie Stock Ordering and the locating of Stock. Andrew is happy to store any stock at his house.

The two invited guests who were to give a presentation didn't arrive

Meeting finished at 12.50pm.

The next meetings are scheduled as follows:

Monday 13th November 2017 Seminar Room 1 – 9.30am – 1.00pm

Monday 8th January 2018 Seminar Room 1 – 9.30am – 1.00 pm

Tea/coffee will be served from 9.30am Lunch will be served approx 11.45am

FHLTA/JW/ 3rd October 2017