

## **Minutes of the NLETS Management Group meeting held on 21st August 2008**

**Present** Henu (Chair), Kazuko (Treasurer), Sue (Minutes Secretary), Donna (Office Coordinator), Wendy.

Noted that Georgia and Fiona Beautiful Night have resigned from the Management Group.

**1. Apologies** Andy, Rebecca, Woody, Precious.

**2. Minutes of meeting on 16th July 2008** were agreed.

### **3. Matters Arising**

**Minute 2** Agreed to add new subscription rates to the mail-out letter.

Donna has not yet asked Mary if she will be claiming for her work designing the online system.

Wendy has one photo for the collage for meeting room and will ask Helen if she has more.

The time-sheets are being used

Computer equipment has not yet been purchased. It is hoped Andy will be able to advise before purchase.

**Minute 3.-** 34 completed questionnaires have now been received. This is 22% of current membership and the deadline is end of August.

Helen's written reports on pledges and final notes for the M.C. were tabled and considered..

### **4. Pledge report**

Noted that Brenda has agreed to take over as pledge secretary.

Donna has started sending pledge statements to members and clearing out old cheques.

**5. Ethical Property Company** Donna will attend the next Centre Development Group which is on a Monday and Henu will represent us at subsequent meetings if they are on a Wednesday.

**6. Credit Union.** Wendy tabled details on how to start a Credit Union and it was agreed that we cannot take this on at present but some members may want to find out more.

### **7. Report of Treasurer**

Kazuko has to return to Japan on August 24. Agreed to make enquiries about someone to take over as Treasurer from Kazuko. Our bank balance remains at about £3000. A full financial statement will be prepared for the AGM in January.

### **8. Workers Beer Company**

Reported that Alan Newman has resumed co-ordinating Workers Beer Company activities on our behalf. His work is much appreciated, especially as this is our main current sources of income. Donna will look at the contract with WBC.

### **9. Mail Out Letter**

Rebecca had sent a draft mail-out letter to members which is to go out on 08 September. This was discussed line by line and amended.

### **10. Social on 27th September.**

Wendy is to read poetry at the social and agreed to ask another person to read poetry with her.

### **11. Future Dates.**

#### **Management Group meetings**

Weds 17 September 7 to 9pm

Weds 19 November "

Thurs 18 December “

<b>Trading Day/Socials</b>	Sat 27 September	4 to 11pm
	Sat 13 December	“

#### **Special General Meeting/ Social.**

Sat 11 October – 4pm Demonstration of online system 5pm Social  
- All members attending the SGM may have a meal for pledges only.