

## Minutes of the NLETS Management Group Meeting held on 12th March 2009

**Present:** Henu, Donna, Woody, Alex, Wendy, Mary, Rosalind

**Apologies:** Nancy, Rebecca

1. **Minutes** of last meeting read and approved

2. Committee agreed to pay for NVQ 2 Food Hygiene Course for Alex in return for her agreeing to manage all NLETS **catering** for the next 12 months.

3. It was agreed to raise **subscriptions** from 1st July 2009 to:  
£20.00 high waged £10.00 low-waged and £5.00 non-waged

4. It was proposed that **when a NLETS member dies** their pledges are to be offered to the deceased's family and if they are not interested in using them they revert to NLETS with suggestions being taken from the family as to how they would like them used. Motion carried.

5. Donna agreed to change the **message on the answer phone** to mention the web-site. It was also agreed that the **existing leaflets** with the old address on would be destroyed. The members agreed to look at the **new leaflets** on the web-site and give feed-back to Mary.

6. **Roles** for 2009 were agreed as follows:

Chairman	To be rotated at each meeting
Treasurer	Nancy
Catering Manager	Alex
Events Co-ordinator	Henu
Minutes Secretary	Rosalind
1st Chief Buddy	Woody
Membership Secretary	Donna
Office Co-ordinator	Donna
Buildings Representative	Donna

It was proposed that Rebecca be asked if she was willing to continue with Outreach and the Newsletter and that Mary Herivel be asked to help with Directory entries.

7. Saturday 6th June was suggested as the date for the **NLETS Love London** event. Rebecca will place an entry in Love London.

8. The date of the **next Management Group Meeting** was set for Thursday 16th April 2009