

# Fleetville Diaries Committee Minutes

Thursday October 21st 2010

Present: Peter Elliott, Lorraine Hammond, Mike Neighbour, Liz Bloom

Topic	Action
<p>1. Roles It was agreed that a key role is that of treasurer and that other roles could be less formal and flexible.</p>	Liz to buy accounts book.
<p>2. The Constitution The majority of time was spent on discussing and defining the purposes of the Small Charity Constitution. This constitution will be presented to the whole group at the AGM on November 25th 2010. The Committee of Trustees will then be formerly appointed.</p>	Liz to re-write parts of the constitution and seek approval from Stella Merrywether at CVS
<p>3. Archiving It was agreed that we can't store archive material in the Community Centre or at MSA. For the moment, Liz and Mike will manage this at their homes. In future, the group will need to consider seriously how and where documents and photographs will be stored safely.</p>	
<p>4. Plans for the Future It was agreed that meetings should be more active in future, with members participating in a focused topic. It was suggested that we involve Woodville Ladies in a shop-naming activity for Hatfield Road. In a bid to collect a range of 'working lives' accounts from Fleetville, we agreed to; contact the Review editor about writing an article; be active in networking and recording contact information; and creating publicity for our activities.</p>	Liz to speak to Gladys Knight of Woodville Ladies. Liz and Mike to contact local newspaper editors. Liz to draft out a potential article for the editors. Liz to contact Derek Nash about Ballito.
<p>5. AO At the next members' meeting, Mike, Lorraine and Liz will each talk about their current work.</p>	