



Northumbria Blood Bikes Committee
 MEETING HELD ASDA BENTON
 June 7th 2018 19:00

Present:	Mike Thompson(c), Alan Kinghorn,	Ronnie Paton, Steve Rawlings,	Rob Wilks, Graham Moor,	Kirsty Lawrence, Brian Slassor (m)
Apologies for Absence:	Geoff Spencer,	Alan Johnson	Sean Storey	

Item	Item	Action required
1	<p>Minutes of last meeting</p> <p>Approval of May's Committee Meeting Minutes was deferred.</p>	
2	<p>Matters Arising</p> <p>deferred</p>	
3	<p>June Open Meeting;</p> <p>It was noted that the GP run is still being debated by members and is likely to be a topic of discussion at the open meeting. It was noted that schedule for the GP run is different each night and this may be causing confusion or concern and also that the members had not been given enough information about the planning for this run. It was recommended that the GP run should not be included in the first shift performed by riders and drivers.</p> <p>It was agreed that our response would focus on the facts that we are doing the GP run in response to a request from Newcastle Trust and that other elements of that request was turned down.</p> <p>The group photoshoot, after the open meeting, will take place on the steps outside Lancastrian Suite.</p> <p>It was agreed we would remind members that cars are available for shifts.</p>	

4	<p>Confidential Matters</p> <p>See Confidential Addendum</p>	
5	<p>Major Events Update</p> <p>Bike Wise 22/07/18 Awareness Day 17/08/18 Charity Dinner 03/08/18 Family Day 26/08/18</p>	
6	<p>ICT</p> <p>Alan K explained that the new integrated website application form is causing the forum to return an error message. The message is could confuse members and so Go-Live for the new form/process will be deferred until this is resolved.</p> <p>The search for a new web host continues. Alan explained that providers who can offer and the features we need, and good technical support will mean spending more on our hosting. It was agreed that Alan should proceed, and cost should not be the primary concern, since the web site is absolutely core to our operations.</p> <p>It was noted that GDPR information is now available on our web site.</p>	AK
7	<p>Any Other Urgent Business</p> <p>Fleet Manager</p> <ul style="list-style-type: none"> ○ It was agreed Alan J should prepare a proposal for a new bike for the fleet using the money donated by Kavli trust. ○ We should consider reducing our expected lifespan for vehicles to try to reduce the maintenance costs. <p>Fundraising Officer</p> <ul style="list-style-type: none"> ○ The trailer is to be refurbished and will be out of service during this time. ○ We were awarded four more places for the Great North Run and runners are being sought. ○ The four new mini-motos are to be made ready for use at events. ○ NBB will feature in the blue tokens scheme in a number of Tesco Stores ○ It was proposed that we look at some smaller/lighter bikes as a fundraising bid might cover the costs. <p>Rota Manager</p> <ul style="list-style-type: none"> ○ The laptop that runs the Id Badge system still needs replacing. Barry is to contacted for a suitable specification <p>Chair</p> <ul style="list-style-type: none"> ○ It was noted that the Audited Accounts and treasurer's report should be ready for the Sept AGM. 	<p>AJ</p> <p>AJ/GM</p> <p>GM</p> <p>GM</p> <p>GM</p> <p>SR</p> <p>GM</p>

	<ul style="list-style-type: none"> ○ It was agreed that any proposed changes to constitution need to be completed before for the AGM. ○ It was agreed that a notice must go out, in advance, informing members which committee members will be standing down at the AGM and allowing time for new nominations to be received. ○ It was noted that our plans for Training Officer need to be in place for AGM. Any bike and car assessors need to be qualified to national observer level and this would be raised at June open meeting. It was noted that future assessors might not be as tolerant to cancelled appointments. ○ It was agreed we should produce a business plan for 18/19 ○ It was suggested that the plan might focus on three key areas, Development, Charity Support, and Operations with each group having a lead. This might help us prioritise and manage our improvement efforts. No consensus was reached, and it was agreed that the topic would be discussed again later. 	<p>All</p> <p>BS</p> <p>All</p> <p>MT</p>
	<p>Meeting closed 21:26</p>	

Chair / Vice Chair Print Name:

.....

Date:.....