



**Minutes Committee Meeting**  
**Thursday 7<sup>th</sup> July 2016**  
**At Tesco Consett 19:00**

**Attending:** Peter Robertson, Mike Thompson, Graham Moor, Barry Bullas, Kirsty Lawrence and Richard Scholfield

**Apologises:** Sean Storey, Chris Mitchell, Debbie Patton, Steve Rawlings & Geoff Spencer

**Correspondence (if applicable):** Unknown

Previous Minutes:

- Chris to send email with update on CIO
- Sponsorship form to be updated – Kirsty sending to Richard to check over
- Camera purchase – Barry to discuss with Richard
- A couple of hours at the end of a day eg 4pm with Northumbria Water in late September
- Coffee Morning – find out who will take over (Peter)

New Items:

- Look whether we need somebody to take over the role of Andromeda support.
- Awareness day – focus on extra's – Plasma and BOB (up to date figures expected in late July), as well as other roles, Centre of Life, women and other diversity groups.  
Targeting the wider community and diversifying not just for our awareness day but general awareness and media.  
Could we look at getting a company to sponsor a smaller bike, to have in a central base, for people who can't ride the larger bikes? This could help to encourage diversity of volunteers.
- Video clips – shots of locations, organise all vehicle in precision – Everybody to go away and come back with ideas. To have a library of clips built up and continuously added to. Steve from Northumbria Water has offered his time and support.
- Business Plan – Succession of roles to be revised.
- Policies and procedures – look at the people who have volunteered for admin roles to see if they could support with getting it done? To look at this at the next committee meeting as a major item on the agenda.  
Some policies are now outdated with the CIO so these will be to be revised or removed.
- Radio Call Signs – to use base names until agreed with person on shift if they would like their own name used.
- Proposal of new role – Debbie to feed back with decision.
- Could we set up a video with information that is sent out when you join as a new member – have key contacts on a short clip – Barry to discuss with Debbie.
- Boxing Ladies Day – Yes to go ahead – see if we could cover the full 24hr
- Social Media Policy – Find out what Steve's suggestion is with this – update by next committee meeting.
- Mike – looking at incorporating registration at fundraising events into the calendar – won't just be limited to fundraising. Graham to write user guide before launch.
- New car – still only 1 car to be on operational shift (Steve is responsible to ensure this happens) there should always be a yeti available for the trailer, except when adverse weather anticipated



/ arrived or breakdowns. Trailer to be added onto rota to be booked for events. Person who will taking trailer will be responsible for booking the car for towing rather than leaving it for Graham to chase up.

- Volunteer of the year? Peter to look at sending out an email to all members for nominations.
- New bike – Richard to comprise a shortlist of castle names that will be put to vote by members and the public. This will be a great way to engage with people but prevent the bike being called something like Bikey McBikeaton.

Next meeting – 7pm Thursday 4<sup>th</sup> August 2016 – Location to be confirmed by Chris