

## **DMCC Trustee meeting**

### **Minutes Meeting Number: 33**

<b>Venue:</b>	Took place via Microsoft Teams (due to Corona virus)
<b>Date of meeting:</b>	Monday 7 December 2020 at 3pm
<b>Present:</b>	Trustees: June Wildman (JW)(Chairman), Chris Palmer (CP) (Treasurer), Julia Hadley (JH) DMCC Administrator: Jane Edwards (JW). IT Advisor: Andy Francis (AF)

1	<b>Welcome</b> Jw welcomed everyone to the meeting
2	<b>Apologies of absence were received from:</b> Rachel Johnson, Anne McKiernan and Emma Jones
3	<b>Minutes of the previous meeting No:32</b> held on 2 <sup>nd</sup> November 2020. CP proposed acceptance of the minutes, seconded by June and agreed by all.
4	<b>Matters arising</b> - none
5	<b>Chairman's update</b> JW commented on how well the online AGM and Convention had gone considering we had not done anything on that scale before and over Zoom. There were 30 people in attendance including Heather Mills as a guest speaker.
6	<b>Financial report</b> CP reported there has been little progress with Online Banking since the last meeting other than he has been sent another form to be signed but feels this might result in being one step closer to finally achieving this. Current bank balance is £100,048.35 with one cheque waiting to be paid out.
7	<b>AGM feedback</b> CP said that as an observer and not a person not involved in the process, he felt it went very well with many people making use of the opportunities to contribute to the discussions and several getting involved in the online chat function. All went well and JW was formally appointed as Chairperson and Emma and Julia as Trustees.
8	<b>Convention online feedback</b> JW said that Heather Mills said she was pleased to be invited to the event and as a result of comments made by Memory Café co-ordinators wanted to pick up on some items raised when she next meets with JW to plan a structured way forward by setting up a steering group. Heather also added that the event was very professional and looked forward to the films being used to train volunteers to a high standard. JW commented that she received several lovely comments from people giving very positive feedback about the AGM, Convention and quality of the videos.

**Devon Memory Café Consortium**

Reg Charity Number 1170159. Registered in UK.

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9	<p><b>Any other business</b></p> <p>JE outlined the deadlines for the AGM documentation to be uploaded on the Charity Commission website and will arrange a zoom meeting with JW to discuss this.</p> <p>AF suggested creating an app for DMCC and signing up for Just Giving and he will look into registering for Smile on Amazon. He will also monitor the usage on Vimeo and Google to see how many people are visiting the website and viewing the new films</p>
10	<p><b>Date of next Trustee meeting:</b> Monday 1<sup>st</sup> February 2021 at 3pm</p>