

Open Meeting Agenda + Minutes Wednesday 30th August 6-7.30pm

Attendees : Joe, Ros, Toni, Ollie, David, Alice, Katri, Jess, Alex

Facilitator: Joe, Ollie

Minute Taker: Elena, Ollie

Apologies:

Point	Delivered By	Expected Outcome?	Timing
<i>Intro</i> 1. Name round and introduction game 2. Explain consensus based decision making and the following hand signals: agreement, disagreement, point, direct point, technical point 3. Quickly explain the format of the meeting	Facilitator	Introduce everyone to each other and the meeting set up	6.00 - 6.30

Working Group Updates

Reps from
WGs

6.30-6:45

Wee Spoke Hub:

Food Sharing:

Swapshop:

Policy and governance:

Finance & Admin:
Skipped

Workshops/events:

Welfare:

Comms:

Proposals/ Discussions

1. Zero Waste:

2. Amendment to previous proposal: membership

proposal and implications for BoD recruitment			
Any Other Business?	Facilitator	A chance for members to bring something up / add something to the agenda for next time AGM update - proposed process	

Minutes

Point	Minutes	AP
<p>Intro</p> <p>4. Name round and introduction game</p> <p>5. Explain consensus based decision making and the following hand signals: agreement,</p>		

<p><i>Swapshop:</i></p> <p><i>Policy and Governance:</i></p> <p><i>Finance & Admin:</i></p>	<p>from postgrad accommodation need volunteers during evenings all week.</p> <p>By fresher's week booksale all books should be priced and organised. 13-14th are the booksale dates. Electronics are out of the swapshop for now as we don't have anyone to test them - call to anyone who knows a reasonably-priced tester to come in and test en masse. Suggestion made to Katri to mention this during engineering shout-outs to competent undergrads. Re-writing of swapshop guide is in the Pipeline.</p> <p>Skipped</p> <p>Last meeting was past Monday to discuss responsibilities of shrub members. David brought up zero-waste project as what was being discussed as something that needs to be seen as part of shrub, not separate. Zero-waste project is under re-thinking to integrate advisory board - Jes suggested that they would act as a regular shrub working group. Next meeting is on 11th sept at shrub - intended to bring together documentation, meetings policies are in final stages, membership restructuring policy will be discussed in a couple of weeks.</p>	
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Workshops/events:

Toni: Fresher's is the main event coming up on the 12th. Upcycling and waste reduction programme is set up. Workshop with elderly community - variety of options including (possibly!) cobbling!
Wooly wednesdays and transformation tuesdays to be continued, slight changes might be proposed. Next working group meeting date tba.
Bridgeend farmhouse are organising a mini-festival and have invited us to set up a stall or events (Toni to contact Katy oNeil). They will have office/workshop spaces available in future - to consider.

(Sidenote: geographical area of shrub remit is defined strictly by zero-waste, 'community' is a wide definition by CCF)

Welfare:

Meeting with BEET this week discussed how to include food in the shrub while being considerate of people with eating disorders.
Safe space policy defined and will be shared with new volunteers about signup. Buddy-system policy also finalised. Both will be shared in the newsletter.
David suggested sharing who the buddy pairs are for staff-members internally

Focus is on internal system. Last meeting trained 16 people in confident communications. Meeting tomorrow

<p><i>Comms:</i></p>	<p>at 6. Recruitment staff needed for Fresher's freshop. A training session planned for 8th/9th and will refresh with volunteers prior to starting date. 2 councillors (green and conservative) coming to the freshop.</p>	
<p>Zero Waste</p>	<p>We have 6 weeks to recruit 5 staff members</p> <p>Lorraine has re-worked the budget</p> <p>BOD are responsible to lead on this but of-course our capacity is low. 4 people have not been to BOD meetings for months so in breach of the constitution.</p> <p>We need to face this and recognise that we need capacity, so if you wish to volunteer to help us implement this then please do NEWSLETTER SHOUT OUT></p> <p>Steering group need to be put together: letters of support that are included in the</p> <p>Recommended that we talk to Changeworks</p> <p>Teresa Bray (Changeworks) recommends a 1:1</p> <p>Identify 1-2 people on the BOD to focus on the ZWT</p>	

	<p>CONCERN: Who will implement this? Recruit and integrate and get buddies.</p> <p>Joe will induct in a general sense</p> <p>Learn through doing.</p> <p>ERDF: they have to be 100% allocated to their project</p> <p>Could the ZWT Admin and Finance become part of the of the CCF admin and finance working group?</p> <p>Story must add up. Difficult to prove either way.</p> <p>We cannot publicise but we need to recruit.</p> <p>AP Ollie to liaise with Alan to get linked in with the officer.</p>	
<p>Amendment to the membership proposal</p>	<p>New proposal to amend the membership restructuring proposal so that BOD can be people who have never volunteered before as they might come in at a very high level.</p> <p>Proposal Passed</p>	
<p><i>Any Other Business?</i></p>		

