

**Minutes for Meeting:** Board Meeting

**Date:** 31<sup>st</sup> January 2013

**Minute Taker:** Katy Saunderson

**Chair:** Stuart Bracking

**Present:** George Wallace, Pauline Heath, Kirsty Timming, Stuart Bracking, Geof Armstrong,

**Apologies:** Karen Sheader, Helen Atkin, Janice Irving, Paula Greenwell

<b>Who</b>	<b>Point Discussed/Action to be taken</b>	<b>When</b>
All	It was agreed that a brief board meeting should follow this years AGM to catch up any pressing issues.	
KS	Presented board with the list of dilapidation costs received from MEA.	
GA	Based on the length on our tenancy and the amount of rent paid in that period it is reasonable to have expected the carpet to have been replaced by the trust at some point. As it was not the damage to the carpet is wear and tear that should be expected with a carpet of this age.	
PH	We should look to join with other organisations who are in the same situation as ourselves to contest the bill.	
GA	Believes it is prudent to write to the MEA trustees as the amount in question would endanger the future of the organisation.	
SB	A common approach needs to be agreed with other organisations.	
GA	Will speak to other organisations and seek legal advice. Also need to respond to Anne Wynne outlining our concerns.	
SB	When responding we need to keep in mind that we may end up in a legal or moderated situation so should act accordingly.	

Who	Point Discussed/Action to be taken	When
GA	<p>Will talk to organisations first and then send an email in collaboration with the board.</p> <p>A summary of our activity since the last meeting:</p> <ul style="list-style-type: none"> <li>- The HUB participation in the winter drumming parade.</li> <li>- Our targets to reach financial stability are on course.</li> <li>- Operating at our minimum numbers needed to survive – we now need to look to go beyond that to increase our security; need to increase to 12 per day with 2 staff members in room.</li> <li>- We are planning to become involved with the Project 100 activity that is happening in the building which is a inclusive drama initiative that we will be supporting people into.</li> <li>- We are involved with the Enchantment project, which is working with a group of audio and video artists in Byker.</li> <li>- The Blue Card safe contact scheme is now in distribution across the city.</li> <li>- We will be involved with the upcoming late shows and are putting in an application for funding. Driving through the night at the HUB Cap Café is our theme and will include tea, drama, racing, performance &amp; photographs. On Fri we will target the disabled community and on the Sat the wider creative community.</li> </ul> <p>The HUB is now in shape and growing and we need to look at the next phase in terms of looking at wider disabilities and expanding our service.</p> <p>We need to plan the way forward and our new vision for the upcoming year.</p> <p>One area we need to look at is documenting lives and experiences of individuals, we need to capture their stories using photography and video.</p> <p>Again need to revisit becoming a Ltd company – we already have articles of association written up.</p> <p>Geof can look to help Kirsty replicate the Blue Card Scheme in her area if she would like.</p> <p>Meeting concluded with no other business to discuss.</p>	