

**LORDSHIP HUB BOARD GENERAL MEETING**  
**Minutes of meeting 12<sup>th</sup> October 2021 @ The Hub**

**Attendees:** Dave Morris (Chair), Issy Harvey (Membership), Sue Jameson (Secretary), Sandra Sutherland (Personnel), Ruth Keeling (Media/IT) **Apologies:** Nefertiti Marriot (Safeguarding), David Selby (Treasurer)

1. Intros and apologies
  2. Review of key items today eg AGM
  3. Minutes of last meeting
  4. Update on current operations in the Hub
  5. Maintenance and repairs (including IT)
  6. Finances
  7. Fundraising
  8. Personnel
  - 9 Events
  10. Communications
  11. Safeguarding
  12. Board issues – AGM: Main discussion
  13. Membership issues – update
  14. Legal issues –eg land registration, constitution.
  15. AOB
- Part 2 (if needed)

**3. Minutes of last meeting, 14th Sept 2021** Approved.

**4. Update on current operations in the Hub.** See recent staff meeting mins – an impressive summary of all the key operational issues and how the staff are managing them together. Things ticking over. Some relevant matters dealt with below.

**5. Maintenance and repairs**

The council officer in Corporate Services is on the case. Problem with the mice is to be addressed. Toilets fixed but contractors to come back to complete. Other outstanding jobs will be scheduled.

IT. Debra/cafe manager computer is super slow and so Ruth will try putting some new RAM in there. If that does not work, look at buying new computer, and could be a laptop instead. We may need an expert/volunteer to help us with the system, but for now we are hoping Tim can stop help and has more time. Ruth to help Issy and Dave get on Office 365.

**6. Finances:** David to complete accounts so they are ready for the AGM on Saturday. Has done a short report for the meeting. Carola has circulated an update re hiring / activities.

**7. Fundraising:** Debra has prepared a fundraising wish list table. Are we factoring in a certain amount for grants each year? We discussed previous successes and how to innovate.

**8. Personnel**

Kate has ended her employment, but is finishing off one or two final tasks. We have 2 vacancies at the moment. One for a café assistant and one for a volunteer co ordinator. We need to bear in mind current office staffing hours. We may discuss our staffing levels and roles further at the strategy meeting currently scheduled for Oct 26<sup>th</sup>, 8pm.

Danny ran the marathon for charity. Well done Danny!

## 9. Events

**Hub Day/AGM this Saturday.** Carola has arranged for taster sessions, Dave to arrange a film show. Important for all to attend if possible.

**Black History Month.** We would like to honour past and current efforts by local people and groups, both through a social media series of posts this month (Ruth has prepared a plan) and also maybe an event at the Hub at a later date. Ruth, Nerfertiti, Joan and Dave have all chipped in ideas.

We have various events coming up including **Halloween and Fireworks.** Café will be open for the Lantern making workshop etc. Carola has prepared an **events calendar**, also including 2022.

We agreed to have a **meal for vols/staff/board in a restaurant** in the lead up to xmas. David has approved up to £300.

More groups are getting involved on **Thursdays**, which seems to be a success. Many thanks to Joan and the others involved. We need to gather data in order to help with future fundraising.

A park user is thinking of setting up a regular **weekly Park Run.** It takes a few months to prepare. We would support and would like the run to start and finish at the hub.

Note: **The Shell Performing Arts Collective** is to re-launch and is considering a series of events at the Shell throughout 2022.

## 10. Communications

Ruth happy to help with events and promotions.

We have a superb double page spread in Haringey People about the Hub and its volunteer programmes! Being delivered to all homes in Haringey. Big thank you to Kate for arranging that.

All members and supporters have been informed about our AGM/Hub Day.

**11. Safeguarding** No issues to report currently.

**12. AGM** Part of this Saturday's 'Hub Day' event. 1.30-2.30. Publicity has gone out to all our contacts (and the Friends have also publicised to their members). Dave has circulated an agenda. Reports from the chair and the treasurer have been drafted. New members can now sign up on line, or be signed up at the AGM. We need to hold members meetings in the coming year. Hopefully we will get a decent turnout, although in these pandemic times its hard to predict.

**13. Membership Issues** We have shareholders and other membership overlap to resolve. Meanwhile we need to urgently transition effectively to a revised constitution/set-up. Issy has updated our options paper – we have agreed to pay her for her time on this. Dave to seek pro bono legal support if possible.

## 14. Legal Issues

We have submitted our services statistics to the council.

We need to complete the land registration.

**15. AOB** Kate has left us now and we'd like to thank her again for everything. We have 2 volunteers who have expressed interest in joining the board. Joan has left the board but is still very active.