



Minutes of FSA Suffolk Committee Meeting

Sunday 30<sup>th</sup> June 2019 10-11am

Gallowsfield Woods, Haughley

<b>1. Attendance/Apologies</b>			
<b>Name</b>	<b>Role</b>	<b>Attendance</b>	<b>Apologies</b>
Charlotte Atkinson	Chairperson	✓	
Louise Smith	Vice Chair		
Steph Holland	Secretary – Events and Social Media	✓	
Jo Ling	Treasurer	✓	
Elizabeth Swift	Membership and Communications Officer		✓
Gill Chapman	Minutes Secretary	✓	
<b>2. Agree minutes and matters arising from the meeting on 02.03.19</b>			<b>Actions</b>
<p>Details added for:</p> <p>Rachel Patel – Forest Froggies Sarah Allinton – Nature of Learning</p> <p>Minutes read by CA &amp; were agreed by all.</p> <p>No information for the website has been received from Louise. CA to contact her to see if she still wants to remain on the committee as there has been no contact.</p>			CA
<b>3. Updates from committee members</b>			
<p><b>Events &amp; Social Media/SH</b> - The website now has blurbs and photos of Committee members</p> <p>Facebook site is quite active</p> <p>Emails have been received, ES replies but it is in SH's name. SH to liaise with ES if problems arise. 50+ on the mailing list.</p> <p>Dave at FSA is actively sharing our information.</p> <p>Marketing – Website, Facebook, Email list, FSA. Consider adding an Instagram page – SH to look into this &amp; link to FB page</p> <p><b>Treasurer Report/JL</b> – Had £26.41 at last meeting. Spent £6.34 on refreshments &amp; needs £10 for use of Woods. Agreed that host would buy any necessary items for the meeting, submit a</p>			SH

<p>receipt &amp; be re-imbursed. Charges - £2 for members, £4 for non-members</p> <p><b>Chair/CA</b> – CA is our rep for Local FSA Group Meetings. 4 per year by Skype. To be reported in main meeting.</p>		
<p><b>4. Agree plan for Skills Share</b></p>		
<p>11am – 2pm</p> <ul style="list-style-type: none"> <li>- Welcome circle song / game</li> <li>- Introductions and updates from the group</li> <li>- Update from committee/FSA news</li> <li>- Skill share activity</li> <li>- Closing circle – song and game</li> </ul> <p>We discussed the idea of having a focus for each of our networking and sharing events as we thought this might help people with ideas of what to bring along to share. We decided to give this a go and the focus of our next one to be ‘ropes, knots and shelters’.</p>		
<p><b>5. AOB</b></p>		
<p>None</p>		
<p><b>Date and venue for next meeting</b></p>	<p>Committee meeting 10-11am, skill share event 11am-2pm  Saturday 23<sup>rd</sup> November @ Halesworth –Kinda Forest School  – TBC, CA to contact Mel</p> <p>Suggested focus – Ropes, Knots &amp; Shelters</p>	<p>CA</p>
<p>Minutes taken by Gill Chapman</p>		