

Private and Confidential

WOKING MIND

Minutes of the meeting of the Management Committee held on 21st January 2009.

Chairman: Prof. David Rye.

Present: Carey Watford, John Ennett, Janie Cottle, Margaret Gower, Pauline Rogers, Neil Cheetham, Paul Cheetham, Matthew Mallinson.

In attendance: Mike Andrews.

Apologies: Lucy Koca, Mike Hardman, Rachel Hennessey

1. **Minutes of the meeting** held on 15th October 2008 were agreed as a correct record.

2. **Matters arising:**

Margaret noted that she had apologised for absence from the last meeting, but as the information was passed via Bill, who didn't attend either, it was not registered.

The Christmas party went well.

3. **Treasurer's Report:**

John presented the latest accounts commenting that:

- He expects to present something similar at the AGM (some adjustment is expected in respect of final accounts from the Mind shop, deposit account interest and some accruals)
- It had been a good year, boosted considerably by the high donation income; the balances remain strong.
- Although event income was high, so was events expenses – this reflects the accounting on the Healthy Living Project.
- It was noted that the catering charges seemed high. As a result of the discussion it was agreed that David should review the contract and that Pauline will pursue further the comment that more variety is needed in the lunches. **Action:** Pauline/David.

David noted that next year we are likely to get a similar level of income from Social Services. It was recognised that funding is key and we will seek simplified admin from the Time for Change project (previously known as the "healthy Living project") and also income in advance rather than in arrears.

Pauline noted it was the 30th anniversary year for Woking Mind and it is probably a good opportunity to raise money. It was suggested this could link with the AGM evening. (**Action:** Janie to book with the History Centre. 7-9pm)

4. Chairman's Report:

David proposed that Pauline acts as vice-chair of the Trustees, this was agreed.

Pauline and David will review the terms of reference of the management committee – since these haven't been reviewed for a period and in particular to consider if we have the right balance of user representation on the committee. **Action:** Pauline/David.

David attended the last county LIT meeting. He reported that discussion continue on a number of areas, including:
Monitoring of suicide rates; service improvements focussed on outcomes; the supported employment activities and it was commented that the crisis line has now been approved.

David noted that further discussions on accommodation will be held in the spring. Discussion followed regarding the current high numbers attending Cornerhouse and David/Pauline will continue looking for alternative venues, plus also check with Donal. **Action:** David/Pauline

David commented that Woking Mind had been invited to a health day at Woking college, where we can display our stand and provide education to students on mental health matters. Volunteer leaflets might also be useful for this day. **Action:** Pauline

David has also been invited back to Farnborough college to present.

David noted that Woking Mind's registered office is being changed to the Cornerhouse address and will arrange for production of an appropriate plaque – Neil to confirm the required details. **Action:** Neil/David.

5. Centre Reports:

Sheerwater:

Bill had provided David an update. In summary various speakers have presented over the last few months, in February gardening will start and a trip to Wisley will be held in March.

Cornerhouse:

Mike noted that numbers are around 50/60 per session.

A full program of events was circulated at the meeting.

Mike explained that 2 young people will be starting work experience at Woking Mind. This could open up possibilities of others in the future, although it was noted they do need support themselves as they are quite young.

Janie noted that there is a possibility of a grant from the football foundation to support Woking Minders, though we need to be careful to avoid potential administrative burdens. So far Woking Minders have played 3 and won 1. Shortly a Surrey league is starting and this will enable more players to get involved.

6. Any other business

- Woking Mind now has an allotment in Old Woking.
- The minibus is having various problems. It was suggested that consideration of replacing should commence. The agreed budget was up to £8000. Pauline will resurrect a historic promise from WB Council which offered funding for the next minibus. **Action:** Pauline.
- Pauline shared an updated letter containing the new registered address and the “30 year logo”. This is available electronically and will be produced in paper. **Action:** Pauline to circulate.
- Next meetings were discussed as follows:

AGM 6th May

25th March
10th June
7th October

(note the dates on the last agenda were not all correct)