

Melton Mowbray Enterprise Group

Meeting Minutes

Meeting Date	04/08/2020
Location	Zoom

Attended	Shelagh, Doug, Kerry, Tracey, Lee, Martin, Lindsey, Bill, Andrea
Apologies	David, Beth, Alison F, Alison B, Dan, Helen, Nick
	<u>Updates and Actions</u>
Current projects and actions	<p><u>Group Development & Membership – Bill (& whole group discussion)</u></p> <p>Good opportunity to ask Bill and questions from the last meeting. Areas covered by Bill were as follows: -</p> <ol style="list-style-type: none">1. <u>Recruiting new members is priority.</u> Ideas shared by the group to get potential new members along. Although we need numbers, it was agreed that this is not at all costs – they should be good team players. The best source of potential new recruits is going to be people we already know from personal/professional life. Lee suggested that an invitation event would be the best way to start. It was agreed this is a great idea and something for the September would be arranged.2. <u>Agreement needed on name, key roles, etc.</u> Martin has shared voting form. The form was amended when shared with the group. A democratic vote is needed before we can proceed. Forms to be emailed out this week and responses are needed as soon as you can. Most of the questions are simple Yes/No. I have included a space for comments or reasons if you vote No.3. <u>Timescale on new Club?</u> Initially looking at Autumn 2020 but after discussion it was felt that end Jan/ early Feb 2021 would be better to allow us to make the transition and get the required numbers.4. <u>Preparation for new roles</u> – Dan should start to work closely with Kate, Martin to look at any training required for President duties. Agreement gained for some kind of skills/interests analysis within the team so that we can allocate jobs to those best suited and those that have an interest and would enjoy that role. To be progressed next time. Andrea has some experience of these. <p><i>See actions below...</i></p> <p><u>Membership – Bill</u></p> <p>Helen is now a member, having completed the 7-day letter. Lee’s application is making progress and he is committed to join us. Chris has gone a bit quiet. We will now be conducting our own official interview and the 7-day letter will still come out of the Mother Club. We will be inducting Helen next time at Alison’s house. Alison confirmed to Martin that she had approval from her regulatory body. We all agreed that it was what we wanted to do. Andrea volunteered to do the risk assessment. Attached to this document.</p> <p><u>Calendar Project – Kerry</u></p> <p>Kerry confirmed no o/s issues on this project. Need to collect the sponsor money as soon as we can as the calendar will be going to print soon.</p>

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	<p><u>Enterprise Challenge / Grant – Martin, Doug</u></p> <ol style="list-style-type: none"> 7 Applicants so far, details shared with the group They have all received return, confirmation emails from Martin and been sent tips on building a business plan (a great document written by Doug) They have also been sent the full T&C's and been asked for any missing info on their initial applications Our next "deadline" is 30/09 when the applications close. The 3 of us will then look at all the applications and speak directly with the applicants to narrow them down We are keeping a spreadsheet tracker to add new applications on and will update the group each meeting Need to keep pushing for numbers because not all of them will complete a business plan Thanks to Sheila for sharing all the social media messages – it's working Ordinarily we would have had a forum at the end of July, giving potential applicants some help/coaching. What can we do in lieu of this? Open meeting for applicants? New video with hints and tips? <p><i>See actions below...</i></p>
Confirm next meeting	Tuesday 18/08/2020 on Zoom
Main items for next meeting	<p>Results of the voting</p> <p>Induct Helen! 😊</p> <p>Sort out our "potential new members" event</p> <p>Get a picture for the Melton Times</p> <p>Marketing the Calendar</p>

Current Actions

1	<u>Gaining new members</u> – need to get to over 20 by the end of the year for inauguration meeting. We agreed to go with Lee's idea of an open/invitation evening. Ideas please in terms of format, dates, who to invite. (Agreed that we should all invite 1 person each)	ALL	18/08/20
2	<u>Voting for changes</u> – Please send voting returns to John Dehnel by 13/08/2020, using the agreed form. John will collate the numbers, keeping names out of it. He will forward me the results and I will feed back to this team, Malcolm and Club Council. This needs to be officially minuted next time	ALL	13/08/20
3	<u>Enterprise Challenge</u> – Keep pushing for numbers. Sheila to use a new "deadline" of end August to inject urgency	SHEILA	18/08/20
	Tracey to engage with Melton Times. Needs a picture of the 4 people in the video	TRACEY	18/08/20
	Ideas needed to engage with the applicants / potential applicants because we can't do our usual Forum (video/zoom meeting?)	ALL	18/08/20