

Emergency Meeting – Project 2020 Directors

14/11/2017

19:50 PM

Woodville Pub, Cardiff

Present: Tom Bevan (TB), Daniel Carter (DC)

Absentee: Spencer Huggins (no contact made by person), Siwan Bennett (in process of termination)

DC: Welcome Tom as new director appointed by Siwan and Dan to take over Siwan.

TB: Thanks

DC: Due to the fact that the acts of association is old, pre-dates current directors and is wrong as it still contains details of Amelia farm trust, do we agree it needs to be changed?

TB: Absolutely, yea

DC: Yes. I can amend it and send it to all directors before the next meeting for agreement.

TB: Can I check if we have correct number for Spencer as he has not been in contact.

DC: Yes, we do.

TB: Can you confirm it has been a month since contact

DC: I can confirm that.

DC: One major issue is no access to the bank and out accounts are overdue, what do we suggest?

TB: Spencer needs to provide access to the accounts.

DC: Agreed but there no contact.

TB: What do you suggest.

DC: I suggest we set up a new account with all three current directors on the account with the intent to shut down the other account.

TB: Agreed, but what about the money we have in there and upcoming projects.

DC: As Spencer has not been in contact the standing agreement to have permission for all directors to use the Business card on Project work stands.

TB: Agreed.

DC: So, we both agree to using the current account until a new one is established and funds transferred.

TB: Agreed.

DC: Agreed.

DC: On the subjects of directors. We need more and we need females.

TB: I know fantastic girl in London who works for prospectus which recruits people in non-profit sector called Eva who ticks all the boxes and just graduated from Erasmus Mundus and is well known by both myself and Marc our volunteer, I think once certain account issues are sorted we should invite her. She also has a background working in Refugee Charities.

DC: Sounds great, I agree. I also think we should invite Marc Tilley.

TB: Agreed.

DC: I will officially invite home when he returns from Nepal on 17<sup>th</sup> Nov, if he agrees we will make him one.

TB: Agreed.

DC: We will speak to Michael Broad in December.

TB: Agreed.

DC: As Spencer has not been in contact we will have to initiate the three meeting rules as per the AA. After this meeting he will be sent a warning that if he does not:

- Add new directors to current account
- Provide new directors with access to Website fully
- Reset password for mobility tool and participant portal (Euro Commission)
- Provide full access to google account
- Attend the next three meetings (in person or via skype).

He will be removed from the CIC.

TB: Agreed.

DC: on the note of director's communication, what do you suggest?

TB: I suggest monthly skype meetings.

DC: Agreed. I also suggest a weekly email of updates and activities.

TB: Agreed.

DC: The watsap group is also there for use, Tom will be added. Also, we need to check for mail once a month at least, as Spencer had not collected for three months and is not in contact, Tom, can I ask you to go to Indycube at the beginning of each month?

TB: Agreed.

DC: On the notion of the youth exchange 'are you lost yet?' I have ready for you both logistical and educational local support. They will be there for you from the beginning to help you out and support you through the process. We will be using the business bank card to pay unless Spencer Huggins manages to be in contact a provide another method.

TB: Acknowledged.

DC: OK I think we can close here but are you willing to have a meeting for all directors during the youth exchange?

TB: Yes, how about 19:00 UK time 22nd December 2017, all directors can par take vis skypes.

DC: Sounds good to me, ok let's close the meeting. Goodbye.

TB: Goodbye.

DC: OK all thank you and good night.

Meeting Closed 21:00