

VENTNOR & DISTRICT LOCAL HISTORY SOCIETY

Meeting of the Trustees to be held at the Heritage Centre
on Wednesday 10 January 2018 at 7.00 pm

AGENDA

1. Attendance and any apologies
2. Minutes of the last meeting: [5 mins]
3. Accreditation [20 mins]
 - (a) Forward Plan (progress needed to report at AGM) [15 mins]
 - (i) progress with consultation with stakeholders
 - (ii) proposed small working group to take forward
 - (b) Review of Collections policy (Janet) [5 mins]
 - (c) Accreditation progress report
4. Succession: [35 mins]
 - (a) Vacant Trustee post/s [5 mins]
 - (b) Cover for Susan's work when she leaves us [10 mins]
 - (i) Speaker Secretary cover/replacement
 - (ii) Research Enquiries cover/replacement
 - (c) Volunteer co-ordinator - vacant at the moment [10 mins]
 - (i) Training (HLF project at the moment, briefing needed for new season)
 - (ii) Social (Susan covering at the moment)
 - (iii) Steward Rota (Yvonne covering at the moment)
 - (d) Managing the Archive (10 mins)
 - (i) Progress on finding assistance for Janet
 - (ii) Artefacts
5. Reports: [40 mins]
 - (a) Treasurer's report [20 mins]
 - (i) Accounts
 - (ii) Co-op funding (New Kitchen etc)
 - (iii) HLF accounts
 - (b) Membership [5 mins]
 - (c) Publicity [5 mins]
 - (d) Museum Development Group [5 mins]
 - (e) Monthly meetings and speakers [5 mins]
6. HLF [15 mins]
 - (a) Winter events [5 min]
 - (b) Demonstration of website database for researchers [10 min]
7. AOB (please advise any other business before the meeting so that it can be fitted in if possible)
8. Date of next meeting: 14 March 2018 (AGM Friday 13 April)