

MINUTES OF MEETING BETWEEN

CIRCLES AND COW

AT CIRCLES OFFICES 11th Sept 90 11 a.m.

Present: Abina, Liane, Sarah

Apologies: Jenny W.

1. Abina advised the meeting that the deadline for the LBGS and GLA applications for next year's grants are, the end of this month. Abina felt we should at least speak to these bodies and explain our situation and ask for advice. This was agreed.

2. Abina informed the meeting she had submitted another brief to Irene at the BFI but has had no response so far.

3. Sarah went over the consultancy budget with those present. The budget was agreed and Sarah will now forward it to Irene.

4. Abina advised the group that she will be meeting with Interchange on Thursday 20th September. A meeting with Irene is also scheduled for this date.

5. The meeting discussed the questionnaire. Elaine from Circles management is now working on it and Liane feels it should be ready for Tuesday 25th Sept Circles and COW meeting. Abina advised the group that the rules concerning Competition must be open to everyone.

6. Under the outline of research to be undertaken, the meeting discussed the possibility of passing some areas over for management members to work on. The section best suited to this is, 3. Projects and potential sources of revenue. Since arranging a large meeting for all directors and workers is time-consuming and complicated to organise, the meeting agreed it would be best to ask directors, i.e. Kim, if she would like to take on certain sections. Circles workers would also ask their management members at their next meeting.

6. Cont.

It was suggested that work on the consultancy could be structured in the following way.

SECTION 1 WORKERS

SECTION 2 MANAGEMENT AND WORKERS

SECTION 3 MANAGEMENT

SECTION 4 WORKERS

SECTION 5 WORKERS

It was felt that section 2 should be completed last.

NEXT WEEKS AGENDA

Update from workers

Examine section 3 further.

ACTION

ABINA

Speak with L.B.G.S re next years grant applications.

Meeting with Interchange.

Write to Dieter Kosslick re consultancy and try to arrange meeting with him.

Collate information re section one.

LIANE

Collate information on Circles internal systems.

JENNY

Collate information in C.O.W.s internal systems.

SARAH

Speak with G.L.A re next years grant applications.

Send agreed budget to Irene whithead.

Arrange appointment with Ian Christie to discuss distribution.