



# Engage Liverpool CIC

## Minutes of Meeting

### 10/05/2018

Minutes of Board Meeting at The Tapestry, 68-72 Kempston Street, L3 8HL, 6.00 pm – 8.00 pm

#### 1 Apologies, Welcome & Introduction

#### Actions

##### Attendees:

- GP (Chair) - City Quay (VB)
- AM - Armstrong Quay (VB)
- ZZ – Mann Island (VB)
  
- DH – Duke Street (VB)
- PF – Thinking Liverpool (VB)

##### Apologies:

- MH – LMH (A)
- HW – LCC (NVB)
- GM - Prosocial Place (NVB)

##### Absent:

#### 2 Minutes of previous meeting & Matters Arising from Last Meeting

#### BOARD

- Minutes of previous meeting approved and posted online
- Review of progress on actions on last meeting:
  - GM action item 3 to follow (to get contact for AHF & bid writer for Awards for All)
  - Privacy Policy updated by ZZ as in item 5

ZZ to book space for next meeting

#### 3 Chairs Report

#### GP

- GP reported on meetings throughout the month and detailed the following:
- Office for Civic Imagination meeting, reports that interviews were conducted in Dingle, potential for intergenerational research
  - Critique of students of University of Liverpool School of Architecture
  - Interview for Planner Magazine

#### 4 Finance Report

#### AM

- Bank balance unchanged
- Fixed costs established to be accountancy, public liability insurance, directors liability insurance and web hosting

Board agreed to only take out utmost necessary policies

#### 5 Website, Social Media & Blog

#### PF/ZZ

- Social Media report to follow
- Two trial editions of monthly newsletter Grapevine sent out, reports stats on engagement with newsletter, 71 new subscribers
- Grapevine to be promoted on Twitter and Facebook

Board to think about new topics for Grapevine ahead of next

<ul style="list-style-type: none"> <li>• Editions to be sent out midday on last Friday of each month looking forward to the month ahead</li> <li>• Topics: <ul style="list-style-type: none"> <li>○ News on website</li> <li>○ Interesting FB &amp; Twitter shares</li> <li>○ Culture Liverpool</li> <li>○ City Centre &amp; Waterfront news, events, etc.</li> <li>○ Importance of Seminar Series to people in city and impact Engage has had in past</li> </ul> </li> <li>• PF suggested registration with Information Commissioners Office might be needed (ICO), ZZ checked through online self-assessment, Engage not obliged to register</li> </ul>	<p>Board meetings</p> <p>PF to set up Google Alerts for Board on Liverpool items</p>
<p><b>6 Urbingo Workshop</b></p>	<p><b>ALL</b></p> <p>Call for pictures and content to be sent out ahead of next workshop</p>
<ul style="list-style-type: none"> <li>• ZZ questions whether to organise further workshops with current funding issues</li> <li>• GP stresses importance to keep momentum and interest of participants that have contributed so much to project so far</li> <li>• Next workshop to be set up for 10<sup>th</sup> June, 2-4pm, The Shed, Baltic Triangle <ul style="list-style-type: none"> <li>○ St George's Quarter</li> </ul> </li> </ul>	<p><b>GP</b></p>
<p><b>7 2018 Seminar Series</b></p>	<ul style="list-style-type: none"> <li>• No sponsors so far, Sponsorship &amp; fundraising needed</li> <li>• Mayor of Strasbourg interested in attending, but needs Mayoral invite</li> <li>• Venues need confirming, Three Graces preferred</li> </ul>
<p><b>8 World Heritage Watch</b></p>	<p><b>GP/ZZ</b></p> <p>ZZ &amp; PF to draw out crowdfunding plan</p> <p>Board to think about influencers</p>
<p><b>9 Air Quality Eggs</b></p>	<ul style="list-style-type: none"> <li>• Last deployment date unsuccessful, next date: 14<sup>th</sup> May 2018, 9am for egg in Duke Street, following eggs to be installed by DH</li> </ul>
<p><b>11 AOB</b></p>	<p><b>BOARD</b></p>
<ul style="list-style-type: none"> <li>• DH suggest to keep residents informed on relevant news beyond the city centre and waterfront core on important projects happening in vicinity of our areas of interest on example of opening of new Squash Headquarter in L8</li> </ul>	<p>DH to write article on Squash nutrition</p>
<p><b>12 Next meetings</b></p>	<p>2018-06-14, 2018-07-12, 2018-09-13</p>